

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF THE ATTORNEY GENERAL**



POSITION VACANCY ANNOUNCEMENT

ANNOUNCEMENT NO: #18-033	POSITION TITLE: ATTORNEY ADVISOR (Land Use and Public Works)
POSITION GRADE & SERIES: LS-13/1 to 14/10	SALARY RANGE: \$96,623 – \$148,443 Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.
OPENING DATE: May 10, 2018	CLOSING DATE: May 31, 2018
DURATION OF APPOINTMENT: 13-month Term	AREA OF CONSIDERATION: Open to the Public
WORKSITE LOCATION: Office of the Attorney General for the District of Columbia Commercial Division Land Use and Public Works Section 441 4th Street, N.W. Washington, DC 20001	NO. OF VACANCIES: One (1)

This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.

DESCRIPTION OF DUTIES: The Land Use and Public Works Section provides legal assistance to District agencies with respect to land use planning, zoning, historic preservation, and the use of public space.

The successful candidate will be responsible for attending, and providing legal guidance at, meetings and hearings of the Zoning Commission (ZC) (all held in the evening) and the Board of Zoning Adjustment (BZA). He or she will work closely with the Director of the Office of Zoning and the Secretaries to the ZC and BZA in identifying potential legal issues arising before both bodies and will respond by providing memoranda of legal advice. The attorney will review complex orders filed in rulemakings and contested cases for legal sufficiency and draft such orders. In addition, the attorney will review covenants required in order to transfer development credits, effectuate planned unit developments, or close a public street or alley.

QUALIFICATIONS: Candidates must have at least five (5) years' experience, preferably in land use law. Candidates must also possess strong legal writing, analytical, and negotiation skills, possess knowledge of land use principles, and demonstrate familiarity with administrative procedures applicable to rulemakings and contested cases. Additionally, past experience analyzing and drafting statutes and rules, the ability to understand

complex land use transactions, commitment to providing the highest level of customer service, and ability to work with agency staff are important.

ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction with the ability to be sworn into the District of Columbia Bar within 360 days of his/her initial appointment.

OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.

HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59 p.m. of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street N.W., Washington, DC 20001.

PRIORITY CONSIDERATION: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.

EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation), and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.

VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.

DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.

EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.

NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 *et. seq.*, (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above

protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

**OFFICIAL JOB OFFERS ARE TO BE MADE ONLY BY THE HUMAN RESOURCES SECTION OF
THE OFFICE OF THE ATTORNEY GENERAL**