

State of Washington
Attorney General's Office
invites applications for the position of:



Assistant Attorney General - Social and Health Services in Olympia

SALARY: Depends on Qualifications

OPENING DATE: 02/07/20

CLOSING DATE: 03/01/20 11:59 PM

DESCRIPTION:

Persons requiring reasonable accommodation in the application process or requiring information in an alternative format may contact Tracy Robinson at 360-586-7693. Those with a hearing impairment in need of accommodation are encouraged to contact the Washington Relay Service at 1-800-676-3777 or www.washingtonrelay.com.



All employees and volunteers of the Washington State Attorney General's Office serve a crucial role in the protection of the state, its people and resources, thereby providing a degree of job satisfaction that is incomparable. The AGO is composed of diverse, collegial and supremely talented legal professionals who are resolute in their commitment to public service and share the common goal of advancing the public interest. For more information about the AGO, we encourage you to review the Office's Annual Report which can be found [HERE](#) and view [THIS VIDEO](#).

The position is located in Tumwater/Olympia, Washington. Tumwater/Olympia offers a diverse, affordable and safe community. Living and working here offers unparalleled opportunities to pursue a rewarding career while living in an historically rich and vibrant area. It is ideally situated between the northwest's two largest cities (Seattle and Portland) and exploring either is but a short drive away. If exploring Washington State's natural features is your passion, know that hiking, skiing and sailing opportunities are easily accessible. But you needn't stray from home for an adventure, as Tumwater/Olympia offers lush parks and trails, walkable neighborhoods, and exceptional dining, shopping and cultural experiences. Families and individuals will benefit from Tumwater/Olympia's excellent schools, from elementary through college.

DUTIES:

The Washington State Attorney General's Office is looking for an attorney to serve as an Assistant Attorney General in the [Social and Health Services Division](#). This position offers an opportunity to develop litigation and client advice skills for a large, sophisticated client. This attorney will work in a practice that includes both client advice and litigation for the Department of Social and Health Services (DSHS), including the Developmental Disabilities Administration, Aging and Long-Term Support Administration, and Economic Services Administration. Depending on client needs and attorney capacity, the attorney may also have the opportunity to serve DSHS's Office of the Secretary and Facilities Finance and Analytics Administration, in addition to smaller agencies such as the Department of Veteran's Affairs and the Department of Services for the Blind.

The position will involve regular litigation opportunities. This includes initiating guardianship proceedings in Superior Court on behalf of DSHS. Guardianship cases involve factual and legal issues regarding the physical and mental health and safety of vulnerable adults in situations where DSHS initiates a guardianship under RCW Title 11. This attorney will also develop litigation expertise under Washington's Administrative Procedures Act. Such cases may include judicial review of Adult Protective Services findings, long-term care licensing matters, appeals related to developmental disability benefits, and appeals related to cash and food assistance. There may also be opportunities within the division to participate in complex programmatic litigation. Litigation could arise statewide, but will primarily be handled in West/Southwest Washington.

Because cases can present emergent situations affecting an individual's health and safety, the attorney in this position sometimes provides advice and representation under pressure. The attorney works with case managers and social workers to evaluate evidence to determine whether action should be taken by DSHS related to the individual's benefits or care provider and whether the evidence in the case is legally sufficient to support Court intervention. In addition, the attorney in this position reviews relevant petitions and other documents, consults with social workers and other DSHS employees, submits and responds to discovery, prepares witnesses and evidence for hearing or trial, reviews reports submitted to the court, performs research and analysis, submits relevant briefing to the court, considers creative settlement options, and takes other action related to these matters. The attorney advises and represents DSHS in litigation and on appeal.

The members of the Social and Health Services Division are good-humored, team-oriented, and hard working. Every member is invested in the success of the other team members. Accordingly, this division, like the rest of the Attorney General's Office, enjoys a collegial, inclusive and respectful working environment in which every person is demonstratively committed to providing exceptional legal services, and each person is given the tools to excel professionally and the necessary support to reach a healthy work-life balance. This is a full time position located in Tumwater (just south of Olympia).

In addition, all attorneys in this division may be assigned to a wide variety of clients according to the needs of the client agencies and the office, as well as the skills, experiences, and professional development needs of attorneys. Other major clients/programs served by this division include other DSHS administrations, such as Behavioral Health and Western State Hospital, the Department of Children Youth and Families, and the Health Care Authority. The willingness to take assignments related to any of these programs or agencies is expected of all attorneys in this division.

QUALIFICATIONS:

We seek applicants of all experience levels to apply, including those who are just beginning their legal career. Highly desirable qualifications include:

- **Excellent interpersonal skills and a positive sense of humor.**
- **The ability to quickly master applicable laws and court rules in multiple jurisdictions;**
- **The ability to communicate with a variety of sophisticated client representatives efficiently and effectively;**
- **Strong research, writing, and oral presentation skills;**
- **Experience with disability law, health law, or Medicaid law; and**
- **Excellent interpersonal skills and a positive sense of humor.**

Applicants must have graduated from a law school accredited by the ABA or completed the WSBA's Rule 6 Law Clerk Program and be licensed to practice law in Washington state. The AGO seeks applicants who are committed to public service as demonstrated by an applicant's background, talents, attitude, and enthusiasm for public law practice. The AGO greatly encourages, celebrates and values diversity, appreciating that a workforce composed of those from different backgrounds and experiences creates an inclusive environment, strengthens positive relationships with the local community and brings new perspectives and approaches to fulfill its mission of providing excellent, independent and ethical legal services to the State of Washington and protect the rights of its people.

SUPPLEMENTAL INFORMATION:

The Assistant Attorney General position is represented by the Association of Assistant Attorneys General (AWAAG) / Washington Federation of State Employees (WFSE) AFSCME Council 28, AFL-CIO.

Starting salaries for entry level AAG positions start at sixty-three thousand dollars a year. Ultimately, AAG salaries are based on experience and qualifications, and are commensurate with comparable positions in the AGO. A competitive state benefits package is also offered which includes a choice of medical/dental insurance plans, retirement, life and basic long-term disability insurance. In addition, there are non-financial benefits that include working in a collaborative and supportive work environment where professional development and work-life balance are highly valued.

Interested applicants must apply by hitting the "apply" button above. In addition to the on-line application, one must upload, via the system, **preferably as PDFs:**

- A letter of interest;
- Resume;
- Law school transcript (unofficial copy is acceptable); and
- Writing sample.

If you have questions about this position and/or want to learn more about it before applying, please contact Section Chiefs Natalie King at Natalie@atg.wa.gov or Joe Christy at joe.christy@atg.wa.gov. The deadline for applying is March 1, 2020.

Honoring diversity, equity and inclusion means that as an agency, and as individuals, we are committed to ensuring that all employees and volunteers enjoy a respectful, safe and supportive working environment. Only by fostering the inclusion of people from all backgrounds, cultures and attributes, can AGO employees and volunteers achieve their fullest potential and best advance the goals and mission of the AGO.

The AGO is an equal opportunity employer and does not discriminate on the basis of race, creed, color, national origin, sex, marital status, sexual orientation/gender identity, age, disability, honorably discharged veteran or military status, retaliation or the use of a trained dog guide or service animal by a person with a disability. Persons requiring reasonable accommodation in the application process or requiring information in an alternative format may contact Tracy Robinson at 360-586-7693. Those with a hearing impairment in need of accommodation are encouraged to contact the Washington Relay Service at 1-800-676-3777 or www.washingtonrelay.com.

Assistant Attorney General - Social and Health Services in Olympia Supplemental Questionnaire

- * 1. Have you ever worked or volunteered for the Washington State Attorney General's Office?
If yes, indicate dates and positions in which you served. If "NO", you will need to indicate "NO" or "N/A" in order to proceed with your application.
- * 2. List all activities or community involvement, past or present, that demonstrate a commitment to public service.
- * 3. Are you a current member of the Washington State Bar Association?
☐ Yes ☐ No
- 4. What is your Washington State Bar Association number?
- 5. If seeking admission to the WSBA via reciprocity or score transfer, what date do you anticipate being admitted to the WSBA?
- * 6. Have you ever been subject to discipline or censure by a Bar Association or other licensing

organization? If "YES" provide a full explanation for each disciplinary action. If the answer is "NO" you must indicate this by typing "NO" in order to proceed with your application.

- * 7. Is there any Bar disciplinary proceeding pending against you? If "YES", provide a full explanation. If the answer is "NO", you must indicate this by typing "NO" in order to proceed with your application.
- * 8. Have you ever been held in contempt or sanctioned by any state or federal court or administrative agency? If "Yes", provide a full explanation for each action. If the answer is "No" you must indicate this by typing "No" in order to proceed with your application.
- * 9. Have you ever been fired, asked to resign, or resigned in lieu of termination, from any position? If "YES", you must provide a full explanation for each termination. If the answer is "NO", you must indicate this by typing "NO" in order to proceed with your application.
- * 10. Have you participated, whether as an attorney, paralegal, legal assistant, or in any other capacity, in the representation of any party in a matter where the party's interest was materially adverse to that of the State, its agencies, or its officers or employees? If "YES", please identify all such matters, including the parties to the matter, the court and cause number of the matter, and your role in the matter. If "NO", you must indicate this by typing "NO" in order to proceed with your application. If you require additional space, please attach additional sheets and indicate your attachment here.
- * 11. Have you participated as a judge, arbitrator, mediator, adjudicative officer, or as a law clerk to such a person, in a matter in which the State or any of its agencies, officers, or employees were a party? If YES, please identify all such matters, including the parties to the matter, the court and cause number of the matter, and your role in the matter. If "NO", you must indicate this by typing "NO" in order to proceed with your application. If you require additional space, please attach additional sheets and indicate your attachment here.
- * 12. Is there any other matter, person, entity, or personal interest that might present a conflict of interest or otherwise limit your ability to perform work for the Attorney General's Office or represent a state agency, officer, or employee? If YES, please identify such matters, persons, entities, or personal interests with sufficient detail to allow the Attorney General's Office to understand the nature of the potential conflict of interest. You are not required to disclose any pending or contemplated complaint or dispute for which the law allows you to remain anonymous; however, you are responsible for not accepting assignments that would violate conflict of interest or confidentiality provisions of the Rules of Professional Conduct or other laws with regard to such matters. If "NO", you must indicate this by typing "NO" in order to proceed with your application. If you require additional space, please attach additional sheets and indicate your attachment here.
- * 13. Please be advised that the AGO thoroughly checks references, including one's current employer. HOWEVER, it is very important to note that references are ONLY checked after at least one interview. Any concerns about checking references can be discussed during any interview. For the sake of efficiency, we ask that you proactively provide a release by responding affirmatively to the following statement. I authorize the Washington State Attorney General's Office (AGO) to contact any or all of my former or present employers, or organizations for which services have been provided, for the purposes of verification and reference. This may include information of a confidential nature, to include but is not limited to reviewing my personnel file, contacting any references, and/or contacting anyone else who might be familiar with my past job performance. I knowingly and voluntarily release the state of Washington, the AGO, its individual employees, and all my former or present employers, and their individual employees, from any and all known and unknown claims for damages or other relief arising out of the AGO's request for and receipt of employment information, unless my current or former employer is prohibited by state or federal law from disclosing the information that the AGO requests. PLEASE TYPE YOUR FULL NAME IN RESPONSE TO THIS SUPPLEMENTAL QUESTION TO PROVIDE SUCH AUTHORIZATION.
- * 14. Have you uploaded all of the required material (i.e., letter of interest, resume, law school transcript and writing sample) with this application?
☐ Yes ☐ No

* Required Question