

**ALL STATE OF ALASKA  
DEPARTMENT OF LAW  
RECRUITMENT ANNOUNCEMENT**

The Civil Division of the Department of Law is the State of Alaska's chief legal office in civil matters. The Civil Division has fifteen sections in offices throughout the state and is considered the "largest law firm" in Alaska. The Department is looking for a talented, energetic, and hard-working full-time attorneys to become a members of our dynamic legal team. If you want to be a part of a collegial, collaborative, and professionally inspiring workplace, we hope you will consider joining us. The Department will be evaluating and hiring for this position on a rolling basis as applications are received. Applicants with questions about the positions should contact the section supervisor identified below. State attorneys are in the partially exempt service and serve at will, at the pleasure of the Attorney General. For more information about the Department of Law, please visit our website at [www.law.alaska.gov](http://www.law.alaska.gov).

**Position 21-NR-01: Natural Resources Section – Anchorage or Juneau  
Positions open until filled**

**Job Description:** Alaska's history, culture, and economy are inextricably bound to the State's natural resources. Natural Resources section attorneys work closely with client program managers in a variety of capacities, including litigation in administrative, state, and federal forums, complex litigation, administrative appeals, major infrastructure development projects and program initiatives, legislation and regulation drafting, and daily operational advice. Working in the Natural Resources section offers a unique opportunity to participate in development of Alaska natural resource management law, support dynamic resource management programs, and witness real-world application of the legal advice provided.

The section currently seeks two experienced attorneys to advise the Department of Natural Resources (DNR) in operational matters and litigation. Section attorneys typically specialize in particular program areas, but the section functions as a team and attorneys often perform work outside their primary area of responsibility. Opportunities to work on special projects or in newly identified program areas also occur. The attorneys hired for these positions will advise DNR about daily operations and projects and represent the agency in administrative and judicial litigation. Client and program assignments will be made to best suit the skills, experience, and interests of the selected candidates. Some travel may be necessary. Primary program areas for this recruitment include:

- DNR, Division of Mining, Land & Water: advice and litigation regarding administration of the state public domain, public use areas, land use planning, land management, land conveyances, leases, permits, municipal entitlements, major infrastructure development projects (roads, mines, rail corridors, dams, etc.), and projects involving other state land administrators (the Trust Land Office, the Alaska Railroad Corporation, the University of Alaska) and private landowners.
- DNR, Division of Forestry: operational advice and litigation support to the forest management and timber sale programs.

- DNR, Mining Section: operational advice and litigation support for the state mining program, including mineral tenure, claim maintenance, mine operations, and other related matters.

**Qualifications:** Applicants must have graduated from an accredited law school and have a strong knowledge of general legal principles applicable to state government. Three or more years of experience in natural resources issues and transactions, including state and federal litigation and administrative proceedings, is strongly preferred. Qualified applicants must have strong communication, oral advocacy, writing, and time management skills; must demonstrate excellent professional judgment; and must exhibit an interest in working on complex matters. The ability to handle a high volume of work, cooperatively prioritize work with several clients, and develop and maintain strong working relationships with colleagues and clients is essential. Successful applicants will have strong interpersonal skills and a proven ability to work well with colleagues and support staff. Successful applicants will be highly motivated and able to work individually and as a member of a team with minimum supervision.

**Contact:** For additional information, contact Anne Nelson, Supervising Attorney for the Natural Resources section, at [anne.nelson@alaska.gov](mailto:anne.nelson@alaska.gov).

### **Salary and Benefits**

Salary will depend upon the legal experience of the selected candidate. Attorneys offered positions requiring relocation may be eligible for moving reimbursement. The State provides a comprehensive state benefits package, which includes health insurance, generous leave accrual, 11 paid holidays, and a variety of retirement plans. Additionally, employees may be eligible for student loan forgiveness through the Public Loan Forgiveness Program. Attorneys work a standard 37.5-hour workweek and after an initial training period are eligible for part-time teleworking, alternate workweek, or a flex schedule allowing for a good work-life balance.

### **Application Instructions**

Candidates who are interested in applying for this position must submit a resume that includes a complete history of education and professional work experience and identifies at least three professional employment references. Candidates also must submit a comprehensive professional writing sample. A cover letter should specify the position for which the applicant is applying by using the job number indicated on the recruitment announcement. Applications can be either emailed to [civil.recruit@alaska.gov](mailto:civil.recruit@alaska.gov) (with the subject line titled “application for current attorney recruitment”) or mailed or hand-delivered to:

Office of the Attorney General  
1031 W 4<sup>th</sup> Avenue, Suite 200  
Anchorage, AK 99501

All interested and qualified applicants will be considered, but not every applicant will be interviewed.

The Department of Law is an equal opportunity employer and complies with Title I of the American with Disabilities Act. Applicants who need accommodation to apply may call Kelly West at the department's Anchorage office (907) 269-5100 or Relay Alaska at 1-800-770-8973.



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