**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 thirteen sections in offices throughout the state and is considered the “largest law firm” in Alaska. The Department is looking for multiple talented, energetic, and hard-working full-time attorneys to become 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 begin evaluating and hiring for these positions on the closing dates listed in each job opening. Applications received after that date will be considered if the position remains available. Applicants with questions about the position should contact the section supervisor identified below. For more information about the Department of Law, please visit our website at [www.law.alaska.gov](http://www.law.alaska.gov).

**Working and Living in Anchorage, Alaska**

Anchorage is Alaska’s largest city. The city is a gateway to nearby wilderness areas and mountains. It’s a great community to live and work in. National Geographic Traveler named it one of the “Best of the World” destinations in 2017. The city offers a wide array of social, cultural, athletic, and professional opportunities for individuals and families. There are 250 miles of trail inside the city to explore—many just minutes from downtown and spectacular mountains and glaciers nearby for hiking, biking, running, and skiing. The Tony Knowles Coastal Trail, an 11-mile coastal trail that begins in downtown Anchorage, begins only blocks from the Department of Law. Anchorage is also home to Alaska’s largest university and enjoys multiple performing arts centers, extensive shopping and nightlife; and a growing culinary scene to enjoy.

**Position 19-NR-03: Natural Resources Section - Anchorage**

**Position open until filled**

Job Description: The Natural Resources Section represents and advises the Department of Natural Resources and the Department of Fish and Game in litigation and operational matters concerning unique and significant natural resource management issues. Section attorneys also provide daily legal advice regarding agency operations, including developing and drafting regulations and legislation. The attorney hired for this position will focus on large and small scale mining issues, but will also advise DNR on other issues relating to resource development and management of state land, including trust land, land conveyances and contracts, native allotments, public access, land management plans, parks, timber sales, ANCSA, ANILCA, and NEPA. The selected candidate will practice in the state and federal courts, including both trial and appellate courts, and before administrative agencies. The selected candidate also may be assigned to work on matters concerning other issues within the section’s area of responsibility. Some travel may be necessary.

Qualifications: Applicants must have graduated from an accredited law school and have a strong knowledge of general legal principles and practices. Qualified applicants must have excellent communication, oral advocacy, writing, and time management skills, and good judgment. The ability to handle a high volume of work in a fast-paced work environment and develop and maintain strong working relationships is essential. At least three years of experience in natural resources issues and transactions, including state and federal litigation or administrative proceedings, is preferred. Applicants must have strong oral and written communication skills, good organizational skills, and an interest in working on complex cases. Applicants should be highly motivated and able to work as a member of a team with minimum supervision.

Contact: Individuals who would like additional information about the position may contact Anne Nelson, Supervising Attorney for the Natural Resources section, at (907) 269-5100; email anne.nelson@alaska.gov.

**Position 19-NR-04: Natural Resources Section - Anchorage**

**Position open until filled**

Job Description: The Natural Resources Section represents and advises the Department of Natural Resources and the Department of Fish and Game in litigation and operational matters concerning unique and significant natural resource management issues. Section attorneys also provide daily legal advice regarding agency operations, including developing and drafting regulations and legislation. The attorney hired for this position will focus on land and resource management, including parks, forests, public domain land, land management plans, timber sales, and wild land fire. The attorney also will assist in other matters within the section’s practice area, including mining, native allotments, public access, ANCSA, ANILCA, and NEPA. The selected candidate will practice in state and federal courts, including both trial and appellate courts, and before administrative agencies. The selected candidate also may be assigned to work on matters concerning other issues within the section’s area of responsibility. Some travel may be necessary.

Qualifications: Applicants must have graduated from an accredited law school and have a strong knowledge of general legal principles and practices. Qualified applicants must have excellent communication, oral advocacy, writing, and time management skills, and good judgment. The ability to handle a high volume of work in a fast-paced work environment and develop and maintain strong working relationships is essential. At least three years of experience in natural resources issues and transactions, including state and federal litigation or administrative proceedings, is strongly preferred. Applicants must have strong oral and written communication skills, good organizational skills, and an interest in working on complex cases. Applicants should be highly motivated and able to work as a member of a team with minimum supervision.

Contact: Individuals who would like additional information about the position may contact Anne Nelson, Supervising Attorney for the Natural Resources section, at (907) 269-5100; email anne.nelson@alaska.gov.

**Application Instructions**

Salary will depend upon the legal background and experience of the selected candidate. The State provides a comprehensive state benefits package to regular, full-time, partially-exempt (PX) positions. State attorneys are in the partially-exempt service and serve at will, at the pleasure of the Attorney General.

Candidates who are interested in applying for these positions 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(s) for which the applicant is applying by using the job number(s) indicated on the recruitment announcement. Applications can be either emailed to 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 4th 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 Melanie Ferguson at the department’s Anchorage office (907) 269-5102 or Relay Alaska at 1-800-770-8973.

