

**State of Washington  
Attorney General's Office  
invites applications for the position of:  
Assistant Attorney General - Regional  
Services Division, Yakima**

**careers.wa.gov**  
Working for Washington State

**SALARY:** \$71,652.00 - \$134,208.00 Annually

**OPENING DATE:** 12/12/22

**CLOSING DATE:** 01/05/23 11:59 PM

**DESCRIPTION:**

*Persons requiring reasonable accommodation in the application process or requiring information in an alternative format may contact the recruitment team at [HREmployment@atg.wa.gov](mailto:HREmployment@atg.wa.gov). 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](http://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 an incomparable degree of job satisfaction. 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 Office appreciates the benefits of a healthy life-work balance as well as a respectful, inclusive and diverse workplace. Successful candidates will join an Office in which every person is committed to providing exceptional legal services and where individual professional development is encouraged and supported. The exceptional benefits of joining the AGO include:

- A competitive benefit package that includes affordable medical plan options, dental benefits and retirement plans
- Vacation Leave, Sick Leave, Military and Civil Leave and Paid Holidays
- Transparent salary schedule - AAG salaries are set between \$71,652 and \$134,208. The exact amount is set in accordance with **Appendix B of the [AWAAG CBA](#)**
- Flex schedules and telecommuting options
- A formal AAG mentoring program that complements the AGO's inherently collegial and supportive environment
- Health and wellness program
- Training and career development program that is recognized for its excellence and efficacy by AGOs nationwide

The position is located in Yakima, Washington. Yakima offers a variety of attractions as a place to live and work. Situated in the Yakima Valley, the city has a population of about 92,000. Located on the east side of the Cascade Mountain range, Yakima has a climate with 300 sunny days in most years. Recreation opportunities range from skiing, hiking and backpacking to touring the wine region. The area is a leading agricultural producer with a wide variety of fresh vegetables and fruit trees.

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**The Washington State Attorney General's Office is looking for an attorney to serve in its [Regional Services Division in Yakima, WA](#). This attorney will work in a high volume litigation practice entailing frequent state court docket and trial appearances. 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.**

## **DUTIES:**

The Yakima location consists of 11 attorneys and 10 professional staff working in a variety of legal practice areas representing various state agencies and higher education institutions in Yakima, Klickitat and Kittitas County. Client agencies served by this division in this location include Department of Children Youth and Families, Department of Social and Health Services, Department of Labor and Industries, Department of Early Learning, Department of Licensing, Employment Security Department, and Yakima Valley College.

**It is anticipated that the attorney in this position will carry a mixed caseload. This will include representation of DCYF in child welfare cases to protect abused and neglected children in dependency, guardianship, and termination of parental rights cases. The subject matter can be difficult, but the work is remarkably rewarding. These cases directly influence the lives of children in our state, in a very meaningful way. The position will also likely include representation of DCYF in childcare, foster care, and group care licensing cases. These cases involve advising the client regarding regulatory enforcement matters, representing the agency in contested matters before the Office of Administrative Hearings, and related Superior Court judicial review proceedings under the Washington Administrative Procedures Act. The position will involve regular regional travel within Washington State.**

**For representation of the Department of Children Youth and Families, the assigned AAG can expect to:**

- Evaluate evidence to determine legal sufficiency to support court intervention;
- Apply the Indian Child Welfare Act and the Washington Indian Child Welfare Act to the juvenile cases;
- Review relevant petitions and other documents;
- Consult with social workers and other agency employees;
- Submit and respond to discovery;
- Prepare witnesses and evidence for hearing or trial;
- Review reports submitted to the court;
- Perform research and analysis;
- Submit relevant briefing to the court;
- Communicate frequently with other attorneys and guardians ad litem to resolve issues related to underlying cases;
- Consider settlement options; and
- Take all other actions related to these matters.

## **QUALIFICATIONS:**

**In addition to meeting the qualifications to serve as an Assistant Attorney General, specific qualifications for this position include the ability to quickly adapt to a practice that involves assignment of 80 or more cases at a time, and the ability to shift from one type of work to another during a given week or day.**

**The ability to communicate with a variety of client agency representatives efficiently and effectively, as well as with attorney and non-attorney colleagues within the office, is critical to success in the position. The position offers an opportunity to quickly develop significant opportunities to exercise independent judgment within the context of a large law office striving to provide consistent representation to client agencies in locations throughout the state.**

**Demonstrated ability to independently manage time, to identify and prioritize tasks necessary to complete, and to maintain a well-organized practice under significant case load demands are essential.**

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. (Applicants who meet the other stated qualifications and are *actively* pursuing admission by motion will also be considered.) 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 protecting the rights of its people.

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Per AGO Policy, employees and volunteers of the AGO must be fully vaccinated as a condition of employment. Being fully vaccinated means that an individual is at least two weeks past their final dose of an authorized COVID-19 vaccine regimen. **Effective March 14, 2022, the AGO announced pursuant to its policy, that employees and volunteers must also receive a booster shot as a condition of employment.** Employees or volunteers who are not eligible to receive the booster before their start date, due to required waiting times after receiving their initial vaccine(s), must provide confirmation of the vaccine type and date received so the AGO can calculate the date by which they must receive the booster. If you are selected to serve within the AGO as an employee or volunteer, you will be required to provide proof of vaccination and booster (if already received) before you are able to begin work. You may request an accommodation if you are unable to meet the requirement due to a medical or religious necessity.

## **SUPPLEMENTAL INFORMATION:**

This Assistant Attorney General position is represented by the Association of Washington Assistant Attorneys General (AWAAG) / Washington Federation of State Employees (WFSE) AFSCME Council 28, AFL-CIO. AAG salaries are set between \$71,652 and \$134,208. The exact amount is set in accordance with **Appendix B of the [AWAAG CBA](#)**. 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. The health, safety and professional satisfaction of all AGO staff and volunteers is critical to fulfilling the mission of the AGO to provide exceptional legal services. Complementing and fostering this goal is a long-standing commitment to environmental stewardship, as evidenced in the AGO's [environmental policies](#).

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, we welcome and encourage you to contact Section Chief Kim Loranz at [Kim.Loranz@atg.wa.gov](mailto:Kim.Loranz@atg.wa.gov).**

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*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 the recruitment team at [HREmployment@atg.wa.gov](mailto:HREmployment@atg.wa.gov). 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](http://www.washingtonrelay.com).*

### **Assistant Attorney General - Regional Services Division, Yakima Supplemental Questionnaire**

1. Your preferred name:
2. Your pronoun(s):
- \* 3. Briefly describe your experience handling matters at the trial court level. Please address the approximate number of matters you were assigned at any given time, and the approximate number of times that you have appeared in court in contested matters on behalf of an individual, government agency, or business entity.
- \* 4. Briefly describe your experience handling contested matters in which you were responsible for presenting evidence and in which the Rules of Evidence applied to the proceeding.
- \* 5. Are you willing to relocate to within 30 miles of this position within one month of beginning the position?

- \* 6. 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.
  
- \* 7. List all activities or community involvement, past or present, that demonstrate a commitment to public service.
  
- \* 8. Are you a current member of the Washington State Bar Association?  
 Yes    No
  
- 9. What is your Washington State Bar Association number?
  
- 10. It is important to note that to serve as an Assistant Attorney General, one must be a licensed attorney with the WSBA. If seeking admission to the WSBA via reciprocity, score transfer, motion or other means, please explain IN DETAIL when you applied for admission, current status of the application and expected date of admission?
  
- \* 11. 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.
  
- \* 12. 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.
  
- \* 13. 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.
  
- \* 14. 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.
  
- \* 15. 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.
  
- \* 16. 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.

- \* 17. 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.
  
- \* 18. 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.
  
- \* 19. Per AGO Policy, employees and volunteers of the AGO must be fully vaccinated as a condition of employment. Being fully vaccinated means that an individual is at least two weeks past their final dose of an authorized COVID-19 vaccine regimen. Effective March 14, 2022, the AGO announced pursuant to its policy, that employees and volunteers must also receive a booster shot as a condition of employment. Employees or volunteers who are not eligible to receive the booster before their start date, due to required waiting times after receiving their initial vaccine(s), must provide confirmation of the vaccine type and date received so the AGO can calculate the date by which they must receive the booster. If you are selected to serve within the AGO as an employee or volunteer, you will be required to provide proof of vaccination and booster (if already received) before you are able to begin work. You may request an accommodation if you are unable to meet the requirement due to a medical or religious necessity. Applicants or candidates being considered for employment shall not share their vaccination status with hiring managers or interview panels. PLEASE TYPE YOUR INITIALS IN RESPONSE TO THIS SUPPLEMENTAL QUESTION TO ACKNOWLEDGE THAT YOU HAVE READ THIS STATEMENT REGARDING WORKING CONDITIONS.
  
- \* 20. 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