

**Office of the Attorney General
Department of Justice**



SPECIAL ASSISTANT ATTORNEY GENERAL

(Los Angeles, Oakland, Sacramento or San Francisco)

Annual Salary - \$218,412

(Subject to CalHR approval)

About the Organization

Attorney General Rob Bonta is the state's chief law enforcement officer, responsible for ensuring that state laws are uniformly and adequately enforced. The Department of Justice includes over 5,000 employees who provide legal and law enforcement services to the state, including representing the people of California in civil and criminal matters before trial courts, appellate courts and the supreme courts of California and the United States, and law enforcement activities such as criminal investigations, apprehending criminals, and exchanging criminal intelligence using state-of-the-art technology. More information is available at www.oag.ca.gov.

About the Position

The Special Assistant Attorney General for Immigration serves as the principal advisor to the Attorney General and Chief Deputy Attorney General regarding immigration-related litigation and policy matters. The Special Assistant Attorney General advances the Attorney General's immigration-related legal and policy priorities within the Department and serves as liaison between the Attorney General's Office and external individuals and/or interest groups on immigration-related matters.

The Special Assistant Attorney General coordinates and assists in developing and tracking the Department's immigration-related litigation and resolving major cases reflecting the priorities of the Attorney General. They manage cross-divisional policy work within the Department to ensure office policy decisions and programs are consistent with the Attorney General's stated goals. The Special Assistant Attorney General will play an integral role in the critical federal accountability work being done by the Department vis a vis the current federal administration.

The Special Assistant serves under the general supervision of the Chief Deputy Attorney General and the direct supervision of the Chief of Policy to the Attorney General.

Frequently, the Special Assistant Attorney General will represent or accompany the Attorney General at meetings and events involving local, state, and federal agencies, associations, and advocacy groups.

Minimum Qualifications

We are seeking qualified lawyers with excellent academic credentials, legal/litigation experience, and public policy experience. A minimum of 5 to 7 years' experience performing legal or policy duties, with a background in immigration law. The ideal candidate will have established relationships with immigration policy leaders at the local, state, and

national level and is a strategic thinker with the ability to identify, prioritize, and execute the Attorney General's legal and policy objectives in the realm of immigration.

Desirable Qualifications

Highly organized, strong written and oral communication skills (i.e., drafting summaries and making clear and concise presentations on key issues); able to manage multiple tasks and projects at the same time; have excellent interpersonal skills; demonstrated leadership ability, effective manager of own and others' work; ability to interact positively and effectively with other members of the Attorney General's Office at all levels; an understanding of the state and federal political environment and the impact on immigration policy strategies and goals; and sharp attention to details as well as an appreciation for the big picture.

Apply Now

To apply, please submit a state application form STD 678 and resume to
Dalia.Reed@doj.ca.gov

or:

Office of the Attorney General
Department of Justice
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Attn: Laura Stuber, Acting Chief of Policy to the Attorney General