

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



SPECIAL ASSISTANT ATTORNEY GENERAL

Sacramento, San Francisco, Oakland or Los Angeles
Annual Salary - \$199,872
(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 Housing serves as the principal policy advisor to the Attorney General on housing-related matters, including the work of the department's Housing Strike Force. The Special Assistant Attorney General assists in the development and execution of the Attorney General's housing and tenant-related initiatives, and manages cross-divisional housing policy work within the office.

The Special Assistant Attorney General works closely with senior management throughout the department and within the executive office to oversee and make recommendations to the Attorney General regarding housing-related litigation, legislation, and policy initiatives. The Special Assistant also serves as a liaison between the Attorney General's Office and individuals and advocacy groups working on housing and tenants' rights issues.

While under the general supervision of the Chief Deputy Attorney General and the direct supervision of the Chief of Policy to the Attorney General, the Special Assistant will work closely with the Attorney General and serves as one of the office's most senior managers.

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, preferably with a background in government law. The ideal candidate will have established relationships with housing

policy leaders at the local, state, and national level and demonstrated success in developing and managing policy initiatives. Strategic thinker with ability to identify, prioritize, and execute policy objectives.

Desirable Qualifications

Ability to manage priorities judiciously and can motivate in a team-oriented, collaborative environment; intellectually curious, confident, and have excellent interpersonal skills; demonstrated leadership ability, highly organized and effective manager of own and others' work; ability to interact positively and effectively with client representatives, subordinates and other members of the Attorney General's Office at all levels; strong written and oral communication skills (e.g., policy issue briefs/summaries and presentations on key issues); an understanding of the state and federal political environment and the impact on housing 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 Charlene.Andrews@doj.ca.gov

or:

Office of the Attorney General
Department of Justice
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Sacramento, CA 95814

Attn: Francesca Gessner, Chief of Policy to the Attorney General