

**DELAWARE DEPARTMENT OF JUSTICE  
JOB OPENING**

**Opening Date: February 19, 2016**

**Closing Date: February 26, 2016**

**Unit Head – Juvenile Delinquency and Truancy Unit  
Family Division, New Castle County**

Description of Duties:

The Delaware Department of Justice, Family Division, seeks a Deputy Attorney General to serve as Unit Head of the Juvenile Delinquency and Truancy Unit. The Unit Head will report directly to the Director of the Family Division.

The Unit Head's responsibilities include managerial and prosecutorial duties. As Unit Head, this individual will carry a caseload, manage the other Deputy Attorneys General in the Unit, coordinate assignments for all unit members; coordinate and conduct trainings for Deputy Attorneys General; oversee administrative and support operations within the Unit; and perform other managerial tasks as needed.

The Deputy Attorneys General in this Unit are responsible for compiling and producing discovery, drafting motions and briefs, performing research, extending and negotiating plea agreements, and taking matters to trial. This is a Unit with a high volume of cases with a number of court calendars scheduled per week.

A candidate for the Unit Head position should have skills necessary to effectively manage staff, engage Deputy Attorneys General in trainings, and have a high proficiency in criminal prosecution and juvenile justice issues. This candidate must be able to evaluate cases, determine resolutions, and anticipate legal issues with the ability to research accurately and effectively. The candidate must also have or be able to develop a good working relationship with other Deputy Attorneys General, support staff and Court personnel. Delaware Bar membership is required.

*If you are interested in applying for this Deputy Attorney General leadership position:*

Internal Candidates: Please send an updated resume or a summary of your work experience to the Director of the Family Division and the Director of Human Resources.

External Candidates: Please complete a State Application and send a resume to the Delaware Department of Justice, Human Resources, 820 N. French Street, Sixth Floor, Wilmington, DE 19801, or E-mail to DOJHR@state.de.us or Fax to: 302-577-5866. EOE.