

**DELAWARE DEPARTMENT OF JUSTICE
JOB OPENING**

Opening Date: October 7, 2020

Closing Date: October 16, 2020

**DEPUTY ATTORNEY GENERAL
Civil Division, Unemployment Insurance Appeal Board (“UIAB”)
New Castle County**

Description of Duties:

This Deputy Attorney General’s responsibilities are to support the Unemployment Insurance Appeal Board (“UIAB”) as General Counsel. This Deputy Attorney General reviews appeals to the Board for timeliness, provides legal advice to the Board at hearings, drafts decisions, and represents the Board in Rule 72 appeals to the Superior Court and will perform other legal duties as deemed necessary by senior management within the Affirmative Litigation Unit. This is a position that handles a significant volume of cases for the UIAB, which includes performing legal research and drafting numerous opinions and orders. There will be some travel to Kent County required.

Strengths should include the ability to rule on procedural and evidentiary issues that arise during hearings, evaluate cases, determine resolutions, and anticipate legal issues, with the ability to research accurately and effectively and to write decisions concisely and with a quick turnaround. Must be able to develop a good working relationship with the Board members, Department of Labor staff, other Deputy Attorneys General, support staff and Court personnel. Must have the ability and determination to learn and apply the relevant substantive laws and court rules. Membership in the Delaware Bar is required.

Internal Delaware Department of Justice Applicants: Please submit an updated Resume or summary of work experience to the State Solicitor, Deputy State Solicitor in NCC and Director of Human Resources.

External Applicants: In order to be considered for this position, external applicants must submit Resume and the Delaware Department of Justice Application (please see link):

<http://attorneygeneral.delaware.gov/executive/hr/job-application/>

OR external applicants can mail Resume and the Delaware Department of Justice Application to: Delaware Department of Justice, Human Resources, 820 N. French Street, 6th Floor, Wilmington, DE 19801, OR E-mail to: DOJHR@delaware.gov OR Fax to: 302-577-5866. EOE.