DELAWARE DEPARTMENT OF JUSTICE
JOB OPENING

Opening Date: September 14, 2022        Closing Date:   September 23, 2022

DEPUTY ATTORNEY GENERAL

Civil Division, Public Safety Unit, Kent County
(Primary assignment: State Bureau of Identification)

The Department of Justice (“DOJ”), Civil Division, seeks a Deputy Attorney General (“DAG”) to represent the State Bureau of Identification (“SBI”). This DAG position is in the Civil Division, Public Safety Unit, Kent County, and is primarily responsible for representing SBI. SBI is within the Delaware State Police (“DSP”) as a separate budget unit within the Department of Safety and Homeland Security (“DSHS”) and is responsible to ensure that criminal history record information is kept accurate and current. Most recently, Senate Bill 111 (known as The Clean Slate Act) will require SBI to identify and expunge cases eligible for mandatory expungement on a monthly basis, and to implement a comprehensive, statewide notification so that all departments and agencies processing expunged records can comply with an expungement order or directive.

The DAG to SBI will represent the Director of SBI, will serve as a subject matter expert on SBI’s statutory functions, and will be responsible for providing legal advice on matters related to expungement. Other responsibilities include, but are not limited to, providing legal advice on matters related to professional licensing, personnel management, drafting and reviewing legislation and regulations, procurement law compliance, drafting and reviewing contracts, requests for proposals, and representing the agency and/or agency officers and employees in court and administrative proceedings.

The DAG will have other duties related to DSP and DSHS, which will include representing Delaware State Police trial boards, and acting as a liaison to the Delaware Criminal Justice Information System (“DELJIS”) DAG related to the security, accuracy and dissemination of criminal history record information. This DAG will also handle additional assignments as directed by the State Solicitor, Deputy State Solicitor, Unit Head, or Assistant Unit Head. Membership in Delaware Bar is required.

The most qualified candidates have some prior general counsel and criminal law experience; however, such expertise and experiences are not required for selection. The DAG should be able to take a proactive approach to assisting its agency clients, therefore a successful candidate should have the ability to work with State agencies to identify potential issues and assist State agencies to address such issues in order to minimize or avoid future legal action. The DAG should be able to work independently, meet deadlines, and communicate clearly with client agencies, and should have demonstrated legal ability and a thorough knowledge of relevant laws and court rules.
Internal Delaware Department of Justice Applicants: Please submit an updated Resume or summary of work experience to the Director of Human Resources, State Solicitor Patricia Davis, and Unit Head Stacey Bonvetti.

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/](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.