The Virginia Office of the Attorney General is seeking a highly-qualified attorney to join its Education Section of the Health, Education and Social Services Division. We offer the challenge and opportunity of public service, work-life balance, and an attractive compensation package inclusive of paid time off, paid holidays, health/dental/life insurance, retirement and more.

**ASSISTANT ATTORNEY GENERAL and ASSOCIATE COLLEGE COUNSEL (CC001)**

**OFFICE OF THE ATTORNEY GENERAL**

**HEALTH, EDUCATION & SOCIAL SERVICES DIVISION**

**EDUCATION SECTION**

**NORTHERN VIRGINIA COMMUNITY COLLEGE**

This attorney, based at the Annandale campus of Northern Virginia Community College, will serve the Attorney General under the direction of the Chief of the Education Section and the System Counsel, and will provide representation and a wide variety of legal services to Northern Virginia Community College. The Virginia Community College System (VCCS) is comprised of 23 community colleges and 40 campuses located throughout the Commonwealth of Virginia. The VCCS awards associate degrees, certificates, and workforce credentials. Northern Virginia Community College is comprised of six campuses, located in Alexandria, Annandale, Loudon County, Manassas, Springfield, and Woodbridge. The College also has two centers, located in Arlington County and Reston. Northern Virginia Community College is the largest community college in Virginia and one of the largest in the country.

**DUTIES:** This individual will handle a broad range of legal issues related to higher education, including without limitation, employment law, contract drafting and review, student-related issues, and policy development and review. This individual will also provide training on legal issues to college personnel as necessary and must be prepared to appear in the appropriate state or federal court. This individual must respond to legal requests in a timely fashion and work in the evening on occasion. Occasional travel also is expected. Additionally, this individual will provide other legal services to the College and the Commonwealth as directed by the System Counsel and the Office of the Attorney General.

**QUALIFICATIONS:** Successful candidate must be admitted to the Virginia bar or eligible for admission. The candidate will have excellent analytical and writing abilities and oral communication skills, with a minimum of five years of practice, preferably including work in the areas of litigation and employment law. Excellent interpersonal skills are also required. A high level of organization skill and an ability to manage large numbers of projects simultaneously and to work under pressure are required. State government experience and experience working with higher education are highly preferred.

**SALARY:** Salary commensurate with experience and qualifications.

**TO APPLY:**  Please apply on-line at <https://virginiajobs.peopleadmin.com>. Veterans, AmeriCorps, Peace Corps, and other national service alumni are encouraged to apply. **To ensure consideration, please submit application materials by Friday, August 2, 2019.**

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