



Associate General Counsel

The Minnesota Department of Corrections is seeking an Associate General Counsel to provide legal advice and representation on a wide variety of issues unique to correctional operations, including prisoner civil rights, administration of criminal sentences and parole, labor and employment, and administrative law matters. The position is located in St. Paul, Minnesota.

TO VIEW THE COMPLETE ANNOUNCEMENT AND TO APPLY, PLEASE VISIT:

https://careers.mn.gov/psp/hcm92apc/MNCAREERS/HRMS/c/HRS_HRAM.HRS_APP_SCHJOB.GBL?Page=HRS_APP_JBPST&FOCUS=Applicant&SiteId=1001&JobOpeningId=23711&PostingSeq=1&languageCd=ENG

Job Classification Title: Corrections Alternative Program Manager

Salary Range: \$70,177 - \$101,330/annually

Job Responsibilities:

- Defend the department in state and federal habeas proceedings relating to the administration of criminal sentences, including the revocation of parole, and respond to complaints filed with administrative agencies alleging discrimination under state and federal law.
- Manage federal civil rights and state tort litigation handled by the Attorney General's Office, including coordination of responses to initial complaints, case assessment and investigation, litigation strategy, responses to discovery requests, and participation in mediation and settlement discussions.
- Provide advice to ensure compliance with constitutional requirements, statutes, and accreditation standards relating to prison operations, conditions of confinement, sentence administration, employment and labor agreements, and data practices.
- Manage processes related to various statutory responsibilities of the Commissioner of Corrections, including preparing and presenting files on applicants seeking relief from the Board of Pardons; defending recommendations on offender property and injury claims to the legislature; providing direction to agency data practices designees who respond to data requests, challenges, and breaches; and providing direction and oversight to units that are required to draft and revise administrative rules.
- Review or draft proposed legislation and advise management on associated legal risks and considerations.

Minimum Qualifications Include:

1. Current license to practice law in Minnesota; AND
2. At least three years of post-Juris Doctor experience drafting motions, memoranda, appellate briefs, or proposed opinions as a licensed attorney or judicial law clerk. To be considered, the experience must include handling matters that involve one or more of the following areas of law: (a) constitutional civil rights; (b) criminal, post-conviction, or habeas corpus; (c) employment or public services discrimination; or (d) labor or employment.

Benefits:

The State of Minnesota offers a comprehensive benefits package including low cost medical and dental insurance, employer paid life insurance, short and long term disability, pre-tax flexible spending accounts, retirement plan, tax-deferred compensation, generous vacation and sick leave, and 11 paid holidays each year.

How to Apply:

Visit www.mn.gov/careers and reference **Job ID 23711** by **6/1/2018**.

Or to view the job announcement directly, visit:

https://careers.mn.gov/psp/hcm92apc/MNCAREERS/HRMS/c/HRS_HRAM.HRS_APP_SCHJOB.GBL?Page=HRS_APP_JBPST&FOCUS=Applicant&SiteId=1001&JobOpeningId=23711&PostingSeq=1&languageCd=ENG

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