

Class Concept

This is administrative and managerial work directing a division of legal support within the Attorney General's office. A division is characterized by the support to multiple agencies with varied functions and areas of law. Employees are responsible for all legal services provided by the division including the rendering of legal opinions and conducting litigation. Work includes coordinating all administrative and legal activities of the division through a staff of subordinate attorneys organized into units to support a particular agency or specialized area of law that may cover several agencies. Employees may render legal opinions where the impact may be of major significance to the agency or State or the opinion may be precedent setting. Employees function with considerable independence under the direction of the Chief Deputy Attorney General. Employees perform related duties as required.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge of the case law, legal principles, statutes, rules, and regulations pertaining to the work of the division.
- Thorough knowledge of federal and state court procedures.
- Considerable knowledge of the legal responsibilities in the other divisions to ensure efficient and effective use of resources.
- Considerable knowledge of the principles of government, governmental administration, and personnel management.
- Ability to provide technical and administrative supervision of others.
- Ability to evaluate the effectiveness of attorneys in providing general legal services, trial preparation, and litigation.
- Ability to establish and maintain effective working relationships.
- Ability to creatively develop case strategy and tactics.

Minimum Education and Experience

Licensed to practice law by the North Carolina State Bar and six years of progressively responsible professional legal experience.

NOTE: GS 114-2 and 114-6 make it the duty of the Attorney General of NC to represent the State of North Carolina in all litigation unless another statute specifically states otherwise.