

Job Title:	<b>Legal Director, Audit, Oversight &amp; Investigations Division</b>
Full-Time or Part-Time:	<b>Full-Time</b>
Salary Range:	<b>\$95,000-\$100,000</b>
City/Town:	<b>Boston</b>
Region:	<b>BOSTON</b>
Facility Location:	<b>One Ashburton Place</b>
Application Deadline:	<b>April 20, 2018</b>
Apply Online:	<b>See “How to Apply”</b>

---

**Background:**

The Office of the Inspector General for the Commonwealth of Massachusetts (Office) is the oldest state-level inspector general’s office in the nation. The Office has a broad mandate to prevent and detect fraud, waste and abuse in the expenditure of public funds. The Office has the authority to summons records and people for investigations, reviews and audits, as well as to investigate both criminal and civil violations of law. The Office works closely with other law enforcement and prosecuting agencies, including the Massachusetts Attorney General’s Office, District Attorney’s Offices, the FBI, the Massachusetts State Police, the United States Attorney’s Office and local law enforcement.

**Duties:**

The Office seeks a Legal Director to work in its Audit, Oversight & Investigations (AO&I) Division. The successful candidate will be a highly experienced lawyer and will be a part of the leadership team in the AO&I Division, which is responsible for investigating possible criminal and civil misconduct in the use of public funds and property. The individual serving in this role will act as counsel and will work closely with prosecuting agencies on joint investigations and potential referrals when there are reasonable grounds to believe a criminal law has been violated.

The successful candidate will:

- Work closely with the Division Director to supervise staff and investigations.
- Oversee the development and implementation of investigative plans.
- Lead team meetings to monitor investigations.
- Advise AO&I staff on potential criminal charges and other legal issues in investigations.
- Take testimony of summonsed individuals in private sessions in accordance with the Office’s enabling statute.
- Develop and maintain ongoing professional relationships with prosecuting agencies.
- Work closely with prosecuting agencies and law enforcement on referrals and joint investigations.
- Act as lead investigator on investigations and reviews.
- Draft public letters and reports.
- When appropriate, participate in assisting prosecutors in case and trial preparation, including testifying in grand jury and court proceedings.

- Work with the Office's General Counsel to enforce summonses as necessary.

**Qualifications:**

- A lawyer in good standing of the Massachusetts bar.
- 10 or more years' experience as a prosecutor in Massachusetts.
- Demonstrated knowledge of investigative procedures, including interview techniques and investigative computer research skills.
- Proven leadership skills as a supervisor or team leader.
- Excellent organizational and analytical skills.
- Superb interpersonal skills.
- Strong interviewing skills.
- Outstanding writing and verbal communications skills.

**Helpful Experience and Skills:**

- Knowledge of forensic accounting, fraud schemes or fraud methodologies.
- Familiarity with financial documents and proven ability to analyze and audit financial records strongly preferred.
- Understanding of civil litigation, including civil discovery procedures such as written document requests and depositions.

**How To Apply:**

Mail cover letter and resume to:  
Mary Beth Farrelly, Chief Financial Officer  
Office of the Inspector General  
One Ashburton Place, Room 1311  
Boston, MA 02108  
Mary.Farrelly@massmail.state.ma.us

**Agency Web Address:**

<http://www.mass.gov/ig>

**Diversity Officer:**

Mary Beth Farrelly, (617) 722-8832

The Office of the Inspector General is an Equal Opportunity Employer. The Office actively seeks to increase the diversity of its workforce.