



THE COMMONWEALTH OF MASSACHUSETTS  
OFFICE OF THE ATTORNEY GENERAL  
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NOTICE OF POSITION VACANCY #22-007

Date Posted: August 3, 2021

Application Deadline: August 24, 2021

Job Description and Qualifications for:

**ASSISTANT ATTORNEY GENERAL**  
**Civil Litigation & Discovery Focus**

CRIMINAL BUREAU  
APPEALS DIVISION

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The Appeals Division within the Criminal Bureau defends Massachusetts convictions, criminal justice officials, and criminal laws and practices in state and federal courts. Specifically, the Division strives to uphold convictions secured by the Attorney General's Office (AGO) when they are challenged in the Massachusetts Trial Court, Appeals Court, and Supreme Judicial Court. It also responds to all challenges in federal court to convictions obtained by the AGO and District Attorney's Offices, whether through habeas corpus actions, direct appeals, or otherwise. Additionally, the Division represents Massachusetts agencies and officials when they are sued or subpoenaed in relation to criminal justice matters. This particular Assistant Attorney General position will focus on civil litigation and discovery.

Primary Duties: An Assistant Attorney General in the Appeals Division handles a large caseload of criminal and civil matters, routinely appearing in state and federal trial and appellate courts. Such matters include: appeals and post-conviction matters in the Superior, Appeals, and Supreme Judicial Courts of the Commonwealth in connection with criminal cases prosecuted at the trial level by Assistant Attorneys General; federal habeas corpus actions in the United States District Court challenging Massachusetts convictions; appeals in the United States Court of Appeals for the First Circuit from the grant or denial of habeas corpus relief; the representation of judges, clerks, probation officers, prosecutors, and other officials and agencies when they are sued civilly or subpoenaed to provide documents or testimony based on official actions undertaken during the criminal justice process; and the defense of statutes, rules, practices, and procedures concerning all aspects of the criminal justice system when they are challenged on constitutional or other grounds. Such an individual also contributes to criminal investigations, trial teams, policy initiatives, and amicus activity. While the attorney hired may be given assignments in any of the above areas, it is expected that the individual will focus largely, and perhaps primarily, on civil litigation and discovery practice.

Position Requirements: Applicants must be practicing attorneys who are admitted to the Massachusetts bar; have obtained or be eligible for admission to the bar of the United States District Court for the District of Massachusetts and Court of Appeals for the First Circuit; possess the ability to handle a large, varied caseload and complex cases; have relevant experience (preferably three or more years) and a strong interest in appellate practice or other litigation having heavy emphasis on written and oral advocacy and in civil litigation and discovery practice; and be committed to the ethical practice of law. The successful candidate will be able to demonstrate a connection to the people and communities we serve, and an interest in supporting a respectful and inclusive work environment.

This position is typically based in Boston but may be based in one of our regional offices in New Bedford, Springfield, or Worcester where such an arrangement is mutually beneficial for the AGO and the attorney.

Position Type: Full-Time/Exempt

Salary: Salary is based on JD year and experience.

Application Process: To apply for this position, visit the AGO website via this [link](#) to register and create a profile, upload a cover letter, resume, and writing sample reflecting your own work, and submit an application. Candidates may only apply directly using the AGO's online Employment and Recruitment jobs portal.

There are two Assistant Attorney General positions in the Appeals Division posted at this time. Interested applicants are invited to apply for both this position and the position described in posting #22-008.

Qualified individuals with disabilities are encouraged to apply. The AGO will gladly assist applicants who are in need of an accommodation. For assistance, contact the Human Resources Division at (617) 963-2041.

Inquiries regarding position & status may be made to:

Randall E. Ravitz, Chief  
Appeals Division  
(617) 963-2852

*The Attorney General's Office is an Equal Opportunity Employer. As the representative of the Commonwealth and its residents, the AGO strives to ensure that those working in the office reflect the diversity of the communities that the office serves. The AGO encourages applicants from a broad spectrum of backgrounds to apply for positions.*