

The Palmer, Alaska District Attorney's Office is recruiting to fill a full-time assistant district attorney position. The Palmer office is the third-largest district attorney's office in the state and has a high volume of cases. The position requires frequent trials, significant pre-trial motion practice, daily court hearings and some post-conviction and appellate work. There are opportunities for travel in connection with trial work in other court locations, such as Glennallen, Cordova and Valdez.

This position requires the ability to think critically and reason logically; the ability to communicate clearly verbally and in writing; the ability to organize, prioritize, and work effectively in a deadline controlled atmosphere; and the ability to manage numerous matters simultaneously. Prior trial experience and experience in the practice of criminal law is a plus, but is not required.

This is an excellent placement for an energetic attorney who desires to be a hard-working trial prosecutor and enjoys outdoor activities. The office is located in the heart of the Matanuska Valley, surrounded by stunning mountain ranges, glaciers, rivers and wildlife, yet still within a short drive to the city of Anchorage.

Salary is determined by the legal background and experience of the selected candidate with a starting range between approximately \$64,000 - \$89,000. Promotions are provided as certain experience levels are reached. Regular salary increases are provided every 1-2 years. A comprehensive state benefits package is provided, including 21 days of personal leave for new employees, which increases over time; a generous Supplemental Benefits System (SBS) in which the state provides a 6.13% match of your gross pay (this system takes the place of social security in Alaska); a PERS retirement account in which the state matches pre-tax contributions of up to 5% of gross eligible salary; options for deferred compensation; life, health, dental and vision insurance; and assistance with moving expenses.

### Application Instructions

Candidates who are interested in applying for a position should submit a resume that includes a complete history of education and professional work experience and identifies at least three professional employment references. Please include a professional writing sample. A cover letter should specify the position for which the applicant is applying. If applying for multiple positions, the cover letter should specify which of the positions the applicant wishes to be considered for, but only one set of application materials is necessary.

Preferably applications should be submitted electronically to:

[CriminalLawRecruit@alaska.gov](mailto:CriminalLawRecruit@alaska.gov)

or via hard copy to:

Department of Law  
Criminal Division Central Office  
P.O. Box 110300  
Juneau, AK 99811-0300

The Department of Law is an equal opportunity employer and complies with Title I of the Americans with Disabilities Act. Applicants needing accommodation to apply may contact the Criminal Division Central Office at (907) 465-3600 or Relay Alaska at (800) 770-8973.