



State of Connecticut
Office of the Attorney General
Assistant Solicitor General
Division of Appeals

CLASS TITLE:	Assistant Attorney General-I/II
LOCATION:	Division of Appeals
HOURS:	Full-time, 40 hours per week
SALARY:	Assistant Attorney General-II: \$111,028 annually Assistant Attorney General-I: \$91,254 annually
CLOSE DATE:	Search will continue until position is filled

**** This position will be filled as soon as possible ****

OVERVIEW:

The Division of Appeals oversees the Office's appellate practice. That includes representing the State in a range of appellate matters, including defending state statutes, programs, and officers, and enforcing laws protecting consumers, workers, civil rights, public health and safety, and the environment. It also includes working with attorneys in the trial court and drafting formal opinions for the Attorney General. The Solicitor General also leads the Office's federal initiatives work.

OFFICE OF THE ATTORNEY GENERAL:

The Connecticut Office of the Attorney General offers challenging, interesting, and meaningful work. Our attorneys are given significant responsibility and hands-on experience early in their careers. We are dedicated to public service and offer a diverse and broad range of legal initiatives. The Office is an Affirmative Action/Equal Opportunity employer, and we welcome applications from all qualified candidates.

SPECIFIC RESPONSIBILITIES:

The Assistant Solicitor General position is tasked with advancing the Office's appellate work. That includes handling their own caseload of appeals in the state and federal appellate courts; strategizing on appeals led by attorneys in other sections and reviewing and editing their briefs; participating in moots for appellate arguments; drafting, reviewing, and editing amicus curiae briefs; supporting and advising trial-level attorneys to develop appellate records and identify potential appellate issues; and collaborating with senior staff in developing long-term goals and strategies for the Office's appellate litigation. The Assistant Solicitor General also is expected to assist in the Division's other areas of responsibility, including collaborating with attorney subject matter experts in drafting formal legal opinions; supervising interns as appropriate; preparing and giving appellate trainings; developing tools to efficiently track the Office's appellate matters; and completing other projects as directed by AGO leadership. Finally, the Assistant Solicitor General will assist the Solicitor General with the Office's federal initiatives work.



QUALIFICATIONS:

Applicants must be admitted to the Connecticut bar or be eligible to waive into the Connecticut bar, and be in good standing at the time of application. Applicants must be admitted in good standing to, or eligible to become admitted to, the United States District Court for the District of Connecticut. Ideal candidates are those who are passionate and enthusiastic about joining the CT Office of the Attorney General, have demonstrated interest in appellate litigation, and have the following skills and attributes:

- Meaningful appellate experience in federal and/or state courts. This may include practice experience and/or clerkship experience.
- Excellent analytical ability and legal research skills.
- Excellent written and oral communication skills.
- Demonstrated ability to collaborate closely with colleagues and to work independently when necessary.
- Strong work ethic and keen attention to detail.
- Excellent organizational and time management skills, including the ability to effectively manage a full caseload of appellate cases.
- Ability to independently manage and progress a full and diverse appellate caseload;
- Practical and creative problem-solving abilities; and
- Team player who enjoys collaborating with colleagues.

APPLICATION INSTRUCTIONS:

If you are interested in joining our Division of Appeals, please download our application package at the links below, and submit an application directly to Human Resources at susan.cavanaugh@ct.gov, with a copy to the Solicitor General at michael.skold@ct.gov. In addition to the materials listed in the application instructions, please also attach a legal writing sample of at least 5,000 words.

Application:

https://portal.ct.gov/-/media/AG/Employment/AAG_Application.pdf

Additional Supplemental Documents and Instructions:

<https://portal.ct.gov/-/media/AG/Employment/AAG-Instructions-to-candidates.pdf>