



STATE OF KANSAS
OFFICE OF THE ATTORNEY GENERAL

KRIS W. KOBACH
ATTORNEY GENERAL

MEMORIAL HALL
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TOPEKA, KS 66612-1597
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Job Title: Assistant Attorney General (AAG)
Division: Civil
Job ID: 208538

Classified/Unclassified Service: Unclassified (At-Will)
Full-Time/Part-Time: Full-Time
FLSA: Exempt
Location: Topeka, Kansas (Shawnee County)
Eligible to Receive Benefits: Yes
Veterans' Preference Eligible: Yes
Work Schedule: Monday-Friday

Hybrid: Two-Day Remote Work Schedule Available after one year in the position

Annual Salary Range: Salary commensurate with experience; expected hiring range \$86,000–\$100,000/year

The [Office of the Kansas Attorney General's](#) Civil Division operates as a general-service law firm for the State of Kansas and its many constituent agencies. We provide legal advice as general counsel to agencies across State government, we represent State agencies, institutions of higher education, and employees sued in state and federal court for personal injuries, property damage, employment discrimination, and more.

We aim to hire dynamic team players who exemplify the highest standards of integrity, efficiency, and professionalism. Maturity and a willingness to help others are essential to this position.

Position Summary & Responsibilities

The Civil Division houses attorneys in three sections. Positions are currently available in two of those sections: ***Defensive Litigation and Legal Oversight & Government Counsel (LOGiC)***. Assignments will be based on applicant experience and interest.

Defensive Litigation: Attorneys in this section defend the State of Kansas and its agencies in all manner of defensive litigation: torts, employment suits, prisoner litigation, wrongful conviction claims, contract disputes, civil rights claims, appeals from administrative decisions, and a host of other civil claims. They handle cases all the way through motions practice, discovery, settlement negotiations, and trial as necessary.

Legal Oversight & Government Counsel (LOGiC): Attorneys in this section serve as general counsel to various state agencies, boards, and commissions. This often involves attending board/commission committee meetings, assisting boards in administrative hearings, and drafting orders as necessary. LOGiC attorneys also review and approve all of the state's regulations and many State bonds, contracts, property transactions, and inter-local agreements. Of particular interest to the Office at the moment are attorneys with experience in privacy, civil liberties, or national

security law to assist in advising the State's Intelligence Fusion Center, but positions are open assisting other agencies as well.

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this title. They may not include all job duties performed by employees on this job title, and additional duties may be added.

Travel: Infrequent to occasional travel both within and outside the state of Kansas for meetings, depositions, hearings, trials, training, and other duties will be required.

Qualifications

Licensing & Certification

- Membership in good standing with the Bar of the Supreme Court of Kansas or eligible for admission on waiver
- A valid driver's license

Minimum Qualifications

- At least two (2) years post-J.D. experience

Preferred Qualifications

- For Defensive Litigation: experience in criminal, civil, or administrative litigation
 - For LOGiC: experience advising executive decision-makers on legal topics
 - For LOGiC: experience or demonstrated interest in privacy, civil liberties, or national security law
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Post-Offer, Pre-employment Requirements

- As a condition of employment, candidate(s) are subject to a pre-employment screening process to include a fingerprint and name-based criminal history records check and reference/background check of past and present employers. The pre-employment screening process will be waived for current OAG personnel who have previously completed the screening requirements.
- In this position, you would be authorized access to private information to the extent necessary to perform the assigned duties. Employees of the OAG are required to protect against unauthorized access to such information, ensure the security and privacy of such information, and disclose any anticipated threats or hazards to such information. Employees must be cautious not to release this information to the public or other individuals, including but not limited to OAG employees who have not been authorized or who do not have a legitimate organizational, departmental, or business need to know. Any questions regarding releasing such information to another person should be directed to the employee's supervisor.

Recruiter Contact Information

- **Name:** Jude Overton
- **Email:** careers@ag.ks.gov
- **Phone:** (785) 296-3666

Job Application Process

Submit the following documents via email to careers@ag.ks.gov:

- Cover Letter (optional)
- Resume

- Writing Sample (no more than ten pages)
- Law school transcript if practicing law for less than four years
- DD214 (if you are claiming Veteran's Preference)

How to Claim Veterans Preference

Veterans' Preference Eligible (VPE): Former military personnel or their spouse that have been verified as a "veteran"; under K.S.A. 73-201 will receive an interview if they meet the minimum competency factors of the position. The veterans' preference laws do not guarantee the veteran a job. Positions are filled with the best qualified candidate as determine by the hiring manager.

[Learn more about claiming Veteran's Preference](#)

Equal Employment Opportunity

The Office of the Kansas Attorney General is an equal opportunity employer. We recognize and value the uniqueness of each individual person. We believe the best workplaces bring together employees with diverse skill sets, backgrounds, experiences, and viewpoints to achieve common goals. We see this as the best way to realize our Office's mission. We work to ensure all employees are treated fairly and have equal opportunity. We prohibit and strongly condemn discrimination on any basis protected by law. We strive to create and to cultivate a workplace environment where every employee is treated with dignity and respect as a valued member of our team.

If you wish to identify yourself as a qualified person with a disability under the Americans with Disabilities Act and would like to request an accommodation, please address the request to the agency recruiter.