



Departmental Vacancy Announcement

DEPARTMENT OF THE ATTORNEY GENERAL

DEPUTY ATTORNEY GENERAL

Position No. 113083

Division with the Vacancy:

Appellate Division

Opening Date: Monday, June 3, 2024

Last Day to File Applications: June 30, 2024*

*Applications and supplemental materials must be received by 11:59 pm on the last day to file applications to meet the deadline.

Summary of Duties:

The Appellate Division (APP) has oversight authority over most state and federal appeals handled by the Department of the Attorney General. The Division also serves as the primary contact point with other states for filing amicus briefs in the U.S. Supreme Court and other courts across the country.

This Deputy is principally responsible for preparing briefs, motions, and other pleadings necessary to effectively represent the State of Hawai'i — its departments, agencies, and employees — in state and federal appellate courts, including the Intermediate Court of Appeals (ICA), the Hawai'i Supreme Court, and the Ninth Circuit Court of Appeals. The Deputy may handle oral arguments before those courts as well. Representation also extends to certain important, non-appellate legal matters that raise significant constitutional or other complex legal issues. This Deputy will also consult and advise attorneys in other divisions who are working on appeals, as well as prepare recommendations to the Attorney General for joining multi-state amicus briefs in the U.S. Supreme Court and other federal and state courts.

Minimum Requirements:

- **Education/Experience:** Graduate from an accredited law school. Some experience with appellate practice and with constitutional issues preferred, but not required.
- **Knowledge/Ability:** Knowledge of applicable state and federal laws, rules, and regulations. Familiarity with federal and state rules of civil and criminal procedure, and federal and state appellate rules. Strong legal research and writing skills, including the ability to write logically and persuasively. Strong communication, organizational, and leadership skills. Ability to work efficiently and effectively either independently or collaboratively. Familiarity with and ability to utilize computer applications and software. Ability to exercise sound judgment and set personal and professional example.

- **License/Certificate:** Active Hawai'i State Bar License to practice law in all courts of the State of Hawai'i and the United States District Court for the District of Hawai'i.

To Apply:

Please send cover letter, application, résumé, and two writing samples to:

Kaliko'onālani D. Fernandes, Solicitor General
Appellate Division
425 Queen Street
Honolulu, Hawai'i 96813
or send by email to: Kaliko.D.Fernandes@hawaii.gov

Application can be found online at:

<https://ag.hawaii.gov/wp-content/uploads/2020/02/atty-apprev-v3-Fillable-v1.pdf>.

The information you provide will be used to determine whether you meet public employment requirements and the minimum qualification requirements in the Class Specifications. As required by Federal and/or State laws, we do not discriminate on the basis of age, sex (including gender identity or expression), religion, race, color, ancestry, national origin, disability, marital status, veteran's status, sexual orientation, arrest and court record, citizenship, genetic information or any other protected characteristic. The State of Hawaii is an equal opportunity employer and complies with applicable State and Federal laws relating to employment practices.

Physical/Mental Requirements: Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

Reasonable Accommodation: Qualified applicants with special needs who can perform the essential functions of the advertised position are encouraged to apply. The State of Hawaii is committed to making reasonable accommodations on a case-by-case basis. Applicants seeking reasonable accommodations should be ready to discuss the accommodation sought so that a determination can be made that such accommodation is reasonable and would not cause the employer undue hardship. Call 586-1236 for more information.

Criminal History Background Check: Individuals who are recommended for hire are required to undergo a criminal history record clearance and other checks, as applicable.

Internal Complaint: Applicants will be notified of their status. Applicants who do not agree with a decision or action taken by the State Department of the Attorney General Human Resources Office may file an Internal Complaint with the Department of the Attorney General. Information about the Internal Complaint Procedure (ICP) and required form can be found on the ATG intranet.

If you have any questions, please contact our office at (808) 586-1236 for further information.