



Job Title: Attorney 3

Location: Davidson County

Salary range: \$4,497 to \$8,095

The Tennessee Department of Correction is seeking candidates for appointment to an executive service Attorney position in the Department's Office of General Counsel. At present, this is an Attorney 3 position, but may be appointed as an Attorney 4 for the candidate with appropriate qualifications.

The duties for this position generally include the provision of legal advice, legal research, and transactional work covering all aspects of the Department's operations. The attorney will also represent the Department in administrative hearings for employee appeals, and duties may include representation of the Department trial court matters limited to inmate healthcare needs. The attorney will also provide liaison service to the Office of the Attorney General in their defense of claims against the Department.

The Department of Correction is the largest agency of State government, and is its largest employer, being responsible for the management of some 100,000 felony offenders who are either incarcerated in the State's prisons, are under sentence of probation, or are granted release from prison to parole. The incumbent should expect to handle subject matter touching all aspects of incarceration; including inmate rights, privileges, regulation, care, discipline, and executions. The incumbent should also expect to handle subject matter that includes standards for supervision of offenders in the community; public and non-public records transactions; service procurement and contracting; Departmental policy development; legislative bill analysis; legislative and regulatory drafting; internal investigations; litigation research and discovery; and Departmental compliance with all laws and regulations these several matters.

**Education and Experience:**

At a minimum, graduation from an approved school of law and experience equivalent to three years of increasingly responsible professional full-time experience in the practice of law. A current Tennessee law license is required. Training and experience that exceeds minimum requirements will determine whether the candidate selected for employment is appointed to the higher classification.

Send resume to:

Debbie Inglis, Esq. General Counsel  
Attn: Marcia Campey  
Tennessee Department of Correction  
320 Sixth Avenue North  
Nashville TN 37243  
Or fax to: 615-741-8990  
Or email to: [Marcia.Campey@tn.gov](mailto:Marcia.Campey@tn.gov)

The Tennessee Department of Correction is an equal opportunity, equal access, affirmative action employer.