



Assistant Attorney General – Civil Law Division, Team 3 Tennessee Office of the Attorney General and Reporter

The Civil Law Division defends the State and its employees in federal civil rights actions and tort claims brought in all federal court, state courts, and the Tennessee Claims Commission. Attorneys on Team 3 represent judges, district attorneys and their assistants and investigators in civil rights actions filed in federal or state court. They defend the constitutionality of State statutes related to litigation, ranging from statutory limitations on claims or remedies, to due process and evidentiary matters. They also represent the State in a variety of tort claims arising out of nearly all the State departments except the Departments of Correction, Transportation, Safety and various law enforcement agencies. The types of torts typically encountered include health care liability, premises liability, automobile accidents, libel, and care of individuals within the State's custody (in, for example, Tennessee State Veterans' Homes, mental health facilities or the Department of Children's Services, but not those housed in prisons), and other personal injury claims, defined by the State's limited statutory waiver of sovereign immunity.

Responsibilities:

- Serve as lead counsel on a variety of civil matters from inception through the appeals process
- Act as lead counsel or second chair in bench and jury trials in the Tennessee Claims Commission and federal and state courts
- Review pleadings and client documents to evaluate a case and develop a case strategy
- Effectively manage and meet deadlines
- Draft and respond to pleadings, motions, and written discovery
- Attend and prepare for depositions, hearings, mediations, and other court appearances
- Conduct witness interviews and other investigatory tasks as required for the specific case
- Negotiate settlements
- Travel across the State for depositions, hearings, trials, site visits, etc.

Qualifications:

- Juris Doctorate
- Licensed to practice law in Tennessee, or eligible to obtain a Tennessee law license
- Minimum 2 years of experience in civil litigation is preferred
- Strong legal research and analytical skills
- Superior writing and oral advocacy skills
- Ability to work both independently and with a team
- Excellent time management and organizational skills
- Capable of working concurrently on multiple cases and/or projects
- Detail-oriented
- Willingness to travel throughout the State

To Apply:

Please submit your resume, contact information for at least 3 references, legal writing sample, and your law school transcript to pete.sullivan@ag.tn.gov.

Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws. The application process for this position may require a criminal history check.