

Lateral Attorney

The Office of General Counsel (OGC) of the Central Intelligence Agency (CIA) provides legal advice and policy counsel to the Director of the CIA (DCIA) and other CIA officers on a variety of legal issues, to include intelligence and national security law; procurement and acquisition law; employment and personnel law; government ethics; fiscal law; general administrative law; privacy and civil liberties, and legislative affairs.

As an Attorney you will be responsible for:

- Providing legal advice and policy counsel to CIA leadership on complex areas of law affecting the CIA's duties and responsibilities under authorities including the National Security Act, the CIA Act, and Executive Orders.
- Conduct legal research and analysis on sensitive matters.
- Provide training on a variety of laws and policies affecting CIA personnel, including but not limited to collection of intelligence, employment and anti-discrimination laws, and government ethics.
- Engage with other Intelligence Community elements, federal agencies, and congressional committees.

OGC hires on a continuing basis into either of the following categories:

- Lateral Attorney: lateral hires have more than three years of post-law school experience and work on the most complex legal issues in the Agency related to national security laws and a variety of other legal issues. For more specific descriptions, please refer to job descriptions located in "Legal and Oversight" on the Enterprise and Support hiring tab, to include opportunities in government contracts, ethics, employment law, federal litigation and investigations, and technology and the law issues. Applicants may apply either for a specialty practice or as a Lateral Attorney through this announcement.
- Honors Attorneys are positions for attorneys with less than three years of post-law school legal practice. Honors Attorneys work under the close supervision of experienced attorneys. Applicants must have a record of strong writing and interpersonal communication skills.

Who You'll Work With

At the Central Intelligence Agency (CIA), we recognize our Nation's strength comes from the diversity of its people. People from a broad range of backgrounds and viewpoints work at CIA, and our diverse teams are the reason we can keep our country safe.

What You'll Get

Our benefits support every aspect of a working professional's life, including health and wellness, time off, family, finances, and continuing education. Our programs include highly sought-after government health benefits, flexible schedules, sick leave, and childcare. In some cases, we also offer sign-on incentives and cover moving expenses if you relocate.

As a CIA employee, you'll also get the satisfaction of knowing your work is part of something bigger than yourself. Our work is driven by one mission: to keep our Nation safe. Every day is an opportunity to enhance U.S. national security.

Minimum Qualifications

- Juris Doctor (JD) degree from a law school accredited by the American Bar Association.
- Active membership of the bar (any US jurisdiction). For Honors attorneys, applicants must pass the bar within 14 months of on-boarding.
- For Honors Attorneys with no prior work experience prior to law school, a law school GPA of at least 3.5 for schools on a 4.0 scale.
- Ability to meet the minimum requirements for joining CIA, including U.S. citizenship and a background investigation

Desired Qualifications

- All applicants are reviewed for the following competencies:
 - Legal analysis, reasoning, and writing, including the ability to effectively integrate and synthesize facts and law to make legally sound decisions, including in compressed timeframes.
 - Interpersonal and communication skills.
 - The ability to work both independently and as a team member in a demanding environment.
 - The ability to exercise sound judgment in challenging situations.
 - Willingness to consider diverse perspectives and ability to navigate changing circumstances.
 - Ability to effectively manage multiple work assignments and competing priorities concurrently.
 - Ability to develop and maintain collaborative working relationships inside and outside the CIA.
 - For Lateral Attorneys, demonstrated expertise on complex legal matters, and strong client counseling skills.

What You'll Need to Apply

- Resume

- Unofficial law school transcripts
- Cover letter in which you specify your qualifications for this position.
 - Lateral applicants should address their legal expertise and knowledge; their legal analysis and writing skills; and their interpersonal skills and impact.
 - Honors applicants should address their legal analysis and writing skills; their interpersonal skills and impact; and their leadership and initiative.
- Legal writing sample not to exceed 10 pages. You may include an excerpt from a longer document and provide a brief synopsis to provide context for your excerpt and redact any names for privacy. Please exclude any non-substantive portions from your submission (Table of Contents, Table of Authorities, etc.). A writing sample from within the last three years that demonstrates legal analysis is preferred.
- Full name and contact information for three legal references.

Failure to include any of the above will result in your application being closed without review.

To apply, please visit cia.gov/careers/jobs/attorney-honors-and-lateral/ in a separate browser.