

Attorney-Adviser (General)

DEPARTMENT OF THE INTERIOR

Office of the Solicitor

OPEN: 1/4/23 – 2/3/23

Summary

What General Information Do I Need To Know About This Position?

The incumbent will serve as a BLM Attorney-Adviser within the Pacific Southwest Region (PSW) serving the Bureau of Land (BLM) Pacific Region.

Pay Tables can be found [here](#).

NOTE: First time hires to the Federal Government are typically hired at the Step 01.

This job is open to

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[The public](#)

U.S. Citizens, Nationals or those who owe allegiance to the U.S.

Duties

As an Attorney-Adviser with the Department of the Interior, Office of the Solicitor, Pacific Southwest Region, located in Sacramento, CA your specific duties will include:

The incumbent will represent the United States, the Secretary of the Interior, and other officials of the Department in legal matters and administrative proceedings involving interests of the Department's bureaus; advise top officials and program managers within the Department's bureaus with respect to the impact and interpretation of pending and approved Federal or State legislation or regulations and recent judicial and administrative decisions relating to bureau activities; advise the Secretary and other officials of the Department regarding judicial and administrative litigation on matters within assigned areas of responsibility arising out of the various programs and activities; review and prepare litigation reports, draft pleadings, appeal recommendations, settlement proposals, and other documents related to litigation; provide legal advice and counsel during negotiations with other Federal agencies, states, or litigants; and serve as a Departmental legal advisor and author of documents arising out of bureau and agency program activities.

Areas of practice include, but are not limited to, natural resources and public land law, environmental law, energy and mining law, administrative law, water law, and contracts. Statutes

that the incumbents must be familiar with include, but are not limited to, the Federal Land Policy and Management Act, National Environmental Policy Act, Endangered Species Act, National Historic Preservation Act, Administrative Procedure Act, Clean Air Act, Clean Water Act, Mineral Leasing Act, Energy Policy Act of 2005, Taylor Grazing Act, Freedom of Information Act, Privacy Act, and Federal Advisory Committee Act. The incumbents must also be able to interpret and provide advice related to the various regulations implementing the above statutes, as well as regulations implementing bureau programs, including land sales, land acquisition, land exchanges, rights-of-way, land tenure, and land use planning.

Requirements

Conditions of Employment

Key Requirements:

- Applicants must be U.S. Citizens.
- Suitable for Federal employment, as determined by background investigation.
- Must be an active member of the bar.
- Selectee may be subject to serving a 2-year trial period.
- More requirements are listed under Qualifications and Other Information.

Are There Any Special Requirements For This Position?

- If selected you may be asked to provide information regarding your COVID-19 vaccination status for the purposes of implementing workplace safety protocols, such as those related to masking, physical distancing, testing, travel, and quarantine.
- A background investigation will be required for this position. Continued employment will be subject to the applicant's successful completion of a background security investigation and favorable adjudication. Failure to successfully meet these requirements will be grounds for termination.
- If selected for this position, you may be required to file one or more financial statements and/or a procurement integrity certification of compliance upon reporting and annually, some of which may be subject to public disclosure.
- Throughout the recruitment and hiring process we will be communicating with you via email; therefore, it is imperative that the email address you provide when applying for this vacancy remains active. Should your email address change, please notify the point of contact identified in the vacancy announcement as soon as possible so that we can update our system.
- Because this position requires travel for official business, the selectee will be required to apply for a charge card within 30 calendar days of appointment. Individuals who have delinquent account balances from a previous Government charge card will be required to satisfy their existing obligation before a new card can be issued.

Qualifications

Basic Qualification Requirements

Applicants must be law school graduates with LL.B. or J.D. degrees AND must be an active member in good standing of a state, territory of the United States, District of Columbia, or Commonwealth of Puerto Rico bar.

- To qualify for a GS-12 applicants must possess at least 2-years of professional legal experience following law school graduation;
- To qualify for a GS-13 applicants must possess at least 3-years of professional legal experience following law school graduation;
- To qualify for a GS-14 applicants must possess at least 4.5-years of professional legal experience following law school graduation;

For any of the grades indicated above you can substitute one year of experience with any of the following:

- have a second professional law degree; OR
- meet any of the criteria indicated below:
 - academic standing in top one-third of law school graduating class;
 - graduation with academic honors;
 - other equivalent evidence of clearly superior achievement.
 - significant summer law office clerk experience; or
 - significant participation in a clinical legal aid program;
 - significant participation in the law school's moot court competition;
 - significant participation on the law school's law review;

You must meet all qualification and eligibility requirements for the position by the closing date of the announcement.

Education

- Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g. Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community; student; social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.
- Education completed in colleges or universities outside the United States may be used to meet the above requirements. You must provide acceptable documentation that the foreign education is comparable to that received in an accredited educational institution in the United States. For more information on how foreign education is evaluated,

visit: <https://www.usgs.gov/about/organization/science-support/human-capital/how-foreign-education-evaluated-federal-jobs>.

Additional information

Other Information:

- Identification of promotion potential in this announcement does not constitute a commitment or an obligation on the part of management to promote the employee selected at some future date. Promotion will depend upon administrative approval and the continuing need for and performance of higher-level duties.
- The application contains information subject to the Privacy Act (P.L. 93-579, 5 USC 552a). The information is used to determine qualifications for employment, and is authorized under Title 5, USC, Section 3302 and 3361.
- DOI uses E-Verify to confirm the employment eligibility of all newly hired employees. To learn more about E-Verify, including your rights and responsibilities, please visit www.dhs.gov/E-Verify.
- The Department of the Interior (DOI) places a high value on diversity of experience and cultural perspectives and encourages applications from all interested eligible candidates. Diversity, equity, inclusion, and accessibility (DEIA) are fundamental principles that guide the Department and allow us to successfully achieve our mission.
- THE FEDERAL GOVERNMENT IS AN EQUAL OPPORTUNITY EMPLOYER.

Agency Benefits:

- Working for the DOI, Office of the Solicitor offers a comprehensive benefits package that includes [paid vacation, sick leave](#), and [holidays](#); [health, life, dental, vision, and long term care insurance](#), [flexible spending accounts](#), and participation in the [Federal Employees Retirement System](#).
- SOL has determined that the duties of this position are suitable for telework and the selectee may be allowed to telework in accordance with the DOI Telework policy and with supervisor approval. The official worksite for the selectee is the duty station identified in this vacancy announcement. The selectee will typically report to this duty location on a regular and recurring weekly basis.
- For additional information on telework you may access the Department of Interior's Telework Handbook at <https://www.doi.gov/telework/policies>.

Benefits

A career with the U.S. government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding. [Opens in a new windowLearn more about federal benefits](#).

[Review our benefits](#)

Eligibility for benefits depends on the type of position you hold and whether your position is full-time, part-time or intermittent. Contact the hiring agency for more information on the specific benefits offered.

How You Will Be Evaluated

You will be evaluated for this job based on how well you meet the qualifications above.

--The information and materials you provide will be used to evaluate that you meet the basic qualification and eligibility requirements for this position.

--**Basis of Rating:** Applicants will not be rated or ranked. All applicants that meet the basic eligibility and qualification requirements of the position will be referred to the selecting official for consideration.

Applicants who are found to be qualified and referred to the selecting official for consideration may be asked to provide a writing sample. Instructions will be included in the email communication sent to qualified candidates

To preview the announcement questionnaire, click here: <https://apply.usastaffing.gov/ViewQuestionnaire/11785444>

Required Documents

In order to better assess your qualifications for this position, when preparing your resume and cover letter please be sure to address any experience you may have or familiarity with the following areas of legal work: researching and writing legal memoranda and opinions and providing legal advice or recommendations to clients, judges, and/or senior attorneys; litigating in Federal court and preparing transactional agreements and other documents; evidentiary privileges and e-discovery, including any familiarity with technology associated with the electronic search, retrieval, and review of documents. In addition, please address your experience in or familiarity with the following subject matter areas and legal authorities: natural resource and environmental law; Federal administrative law issues, such as matters arising under the Administrative Procedure Act; the Federal Land Management and Policy Act; National Environmental Policy Act; or other areas of law relating to management and use of public lands.

To apply for this position, you must submit a complete application package by the closing date of this announcement. Failure to submit documentation may result in not receiving consideration for this position.

All Applicants

Resume: A detailed resume that demonstrates your professional history, education and qualifications is **required**. Along with the state in which your active Bar membership is held.

Cover Letter: A 1-2 page cover letter is **required** expressing your interest and qualifications for this position.

Transcripts: This position requires specific educational course work to qualify (or you are qualifying based in whole or part on education), you are **required** to provide all unofficial transcripts (undergraduate, graduate, etc.) or list of course work, which includes semester hours earned and grade received, by the closing date of this announcement. Please ensure that all documentation is legible. If you are currently employed by the Federal government in the same occupational series as the advertised position, you are not required to submit transcripts at this time.

Bar Membership: You must provide information in your resume regarding the state in which your active Bar membership is held.

Current & Former Federal Employees

--If you are a current or former Federal employee, please submit the following by the closing date of this announcement:

- a copy of a recent SF-50 "Notification of Personnel Action" documenting tenure, position title, occupational series, grade level, step and salary; and
- your most recent performance appraisal (if you do not have your most recent performance appraisal, please submit an explanation as to why it is unavailable)

Veterans Preference

--If you are claiming veterans' preference you must submit a copy of your DD-214, Certificate of Release or Discharge from Active Duty, by the closing date of this announcement.

--If you are currently on active military duty, you must provide documentation (e.g., campaign document, award citation, etc.), that verifies entitlement to veterans preference and that your character of military service is honorable.

--If you are claiming 10-point veterans' preference, in addition to the DD-214, you must submit documentation that supports your claim (e.g., an official statement from the Department of Veterans Affairs or from a branch of the Armed Forces certifying the existence of a service-connected disability; or receipt of a Purple Heart).

--If you fail to submit any of the required documentation, you will not be granted veterans preference. Additional information on veterans' preference can be found in the [VetGuide](#).

Required documents may be: (1) uploaded directly from your desktop; or (2) uploaded directly from your USAJOBS stored attachments.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

How to Apply

--Applications (resume and application questions) for this vacancy must be received on-line via USAJOBS BEFORE midnight Eastern Time (Washington, D.C. time) on the closing date of this announcement. If you fail to submit a complete online resume, you will not be considered for this position. Requests for extensions will not be granted. Most libraries, employment offices, and all USGS personnel offices can provide access to the Internet. If applying online poses a hardship for you, you must speak to someone in the Servicing Human Resources Office listed on this announcement PRIOR TO THE CLOSING DATE for assistance.

--Instructions for Applying Online for this Vacancy Announcement: 1) Click the blue "Apply Online" button. 2) If you are not a registered USAJOBS user, please create a [new account](#) and follow the instructions to complete your application process. If you are a registered user, login to access your existing USAJOBS profile. 3) As a registered user, select a stored resume and select one or more of your stored documents to attach to your application. 4) Check the "Certification" box and click the "Apply for this position now!" button located at the bottom of the screen. 5) Address the eligibility questions as well as the questionnaire containing questions and/or task statements that address the knowledge, skills, abilities and/or competencies for this vacancy. 6) Submit required documents using one of the available methods listed below. 7) If you experience technical difficulties during the online application process, please contact the [USAJOBS helpdesk](#).

Agency contact information

Office of the Solicitor Mailbox

Phone

[703-648-7493](tel:703-648-7493)

Fax

703-648-4113

Email

sol@usgs.gov

Address

SACRAMENTO REGIONAL OFFICE
12201 Sunrise Valley Drive
Mail Stop 600

Reston, VA 20192

US

[Learn more about this agency](#)

Next steps

--We expect to make a selection within 30-45 days of the closing date of this announcement. You will be notified via email of the outcome. You can also go to "My Account" within USAJOBS to review your Application Status.

Fair & Transparent

The Federal hiring process is set up to be fair and transparent. Please read the following guidance.

- [Equal Employment Opportunity \(EEO\) Policy](#)
- [Reasonable accommodation policy](#)
- [Financial suitability](#)
- [Selective Service](#)
- [New employee probationary period](#)
- [Signature and false statements](#)
- [Privacy Act](#)
- [Social security number request](#)