

# **RHODE ISLAND WOMEN'S BAR ASSOCIATION**

## **FEBRUARY 2022 NEWSLETTER**

### **UPCOMING EVENTS:**



### **RIWBA's Winter Walking Challenge**

This year, RIWBA is shaking up its annual Month of Giving, when we feature the great community organizations making a difference in Rhode Island, with a Winter Walking Challenge! This challenge will take us from Sunday, February 6, 2021, through the official end of winter on Saturday, March 19, 2021! This challenge will combine all the benefits of exercise during the coldest, dreariest parts of the year, with the chance to make a meaningful donation to a community organization making a difference in Rhode Island. Which organization? Well, that will be winners' choice!

Here's the breakdown. We are asking members for the next 6 weeks to:

- **PLEDGE** to make a charitable donation of at least \$20.00 to the winning community organization. Send your pledge amount to Lynne Dolan at [ldolan@hinckleyallen.com](mailto:ldolan@hinckleyallen.com)!
- **WALK** (or jog, or bike—any movement counts!), for at least 20 minutes, up to 5 days a week over the 6-week challenge.
- **TRACK** how much you walk. Make a copy of our template [here](#), which will automatically add up your totals!
  - **DAILY POINT.** Give yourself 1 point for each day that you walk at least 20 minutes.
  - **WEEKLY POINT.** Add an extra 1 point if you meet the challenge for 5 days in a week.
  - **BONUS POINTS.** We will announce one “bonus point day” at the beginning of each week. Give yourself an extra 1 point if you walk on that day.
  - **SEND** your point total for the week - more info to follow.
- **SUPPORT** the winners' community organization! There two ways to win:

- GET THE MOST POINTS. At the end of the month, RIWBA will announce the participants with the top 2 point totals, and direct the participants to donate their pledges to the winners' chosen community organizations!
- GET THE BEST PICTURE. While you are out and about, snap some photos of your favorite scenery to share with the RIWBA membership. Send your photos to our Social Media & Website Committee chair, [Kelsey Peck](#). At the end of the challenge we will choose a winner with the most-liked photo and ask our participants to donate their pledges to the winner's chosen community organization!
- For those who would like to share a walk with their RIWBA colleagues, we will meet in Providence on Wednesdays at 12:00 in front of Superior Court for a quick, 20-minute walking loop over the pedestrian bridge downtown.
- If you have any questions, contact Lynne Dolan, [ldolan@hinckleyallen.com](mailto:ldolan@hinckleyallen.com)

**Fordham Law School's Voices of Recovery: Promoting Diversity, Equity and Inclusion in the Lawyer Well-Being Movement, February 10th, 4:30-6, Zoom**

In this program, panelists will share their personal stories about overcoming mental health challenges and discuss how their membership in historically marginalized groups shaped their experiences. The panelists will also offer strategies for promoting diversity and inclusion within the lawyer well-being movement, as well as tips and resources for diverse law students and lawyers who seek assistance, support, or a stronger sense of belonging within the legal community. Info and registration available [here](#).

**Collective Power of Women: Galentine's Day with 100 Women, February 10th, 7-8 pm, virtual**

100 Women Who Care RI brings together a panel to talk about how women are leading the charge as big changemakers in our small state. Through their roles in collectives that work to support healthy communities and address inequities, they are at the forefront of creating spaces and harnessing resources for a more just and vibrant Rhode Island. Featured Panelists: Aline Binyungu: *Women's Refugee Care*, Tammy Brown: *The Womxn Project*, *Education Fund*, Xander Marro: *The Dirt Palace*. Moderated by Sarah DeCataldo, Community Conversations Program Coordinator for 100 Women Who Care RI and Founder/CEO of Charis, LLC, a consultancy helping community organizations to advance their missions. More information available [here](#).

**Lecture. "Cultural and Symbolic Protests in the Context of International Human Rights": University of Rhode Island, February 13, 6pm.**

Keynote speaker John Carlos, Olympic athlete, scholar, activist and author. The Africana Studies Program, in collaboration with the URI Race, Violence, and Democracy Colloquium will bring Dr. John Carlos to campus. Dr. Carlos is a bronze-medal winner in the 200 meters event, awarded at the 1968 Summer Olympics. In the fifty years since

these Olympic games, Dr. Carlos has become a nationally recognized scholar and activist. He is the author of *The John Carlos Story: The Sports Moment that Changed the World*, an autobiography that recalls the events around Dr. Carlos's Black Power salute, with track athlete Tommie Smith, on the Olympic games podium. More information available [here](#).

## **MEMBERSHIP HIGHLIGHTS:**

What an honor for RIWBA to feature and speak with Jeena Cho, JD, co-author of the best-selling book, *The Anxious Lawyer*, about Better Lawyering Through Mindfulness! We hope everyone enjoyed her engaging, thoughtful, and interactive discussion of real-world tools for approaching the practice of law mindfully, and we encourage everyone interested in learning more about Jeena and her mindfulness techniques to check out her book or website at [www.jeenacho.com](http://www.jeenacho.com)



**Want to brag on one of your fellow members? Including yourself?** Email Jessica Rider at [jrider@riag.ri.gov](mailto:jrider@riag.ri.gov) so that we can include those accomplishments in a future edition!

## **ARTICLES AND RESOURCES OF INTEREST:**

**Massachusetts Supreme Judicial Court Committee on Lawyer Well-Being Annual Report.** Including updates on initiatives relating to the pandemic, financial well being, well being of lawyers from historically underrepresented groups, and attorney and law student mental-health. See full report [here](#).

**Pants lead to Discrimination Class Action.** Suit Claims Walmart's Employee Uniform Policies are Discriminatory Towards Women. (*The Charlotte Observer*)

**Black Women in Law Feel Pride and Frustration Ahead of Court Nominee** “But along with that excitement is frustration that it has taken more than two centuries for this moment to arrive. And Black women in the legal community are bracing for the possibility that the yet-to-be-named nominee will be judged unfairly...” (*New York Times*)

**North Carolina Health Care Discrimination Suit Can Move Forward.** Suit over North Carolina Health Plan's Denial of Gender-Affirming Surgery Will Move Forward. (*Trudy Ring, Yahoo News*)

**Attorneys of Color See Record Jump in Associate Representation.** A good sign, but retention will be the more telling story. (*Law.com*)

**Have a valuable article or resource for our membership?** Email Leigh Furtado at [lfurtado@daypitney.com](mailto:lfurtado@daypitney.com) to add it to next month's edition!



## **EMPLOYMENT OPPORTUNITIES:**

**Sojourner House** is hiring a **Senior Director of Community Programs**. This is an EXCITING OPPORTUNITY for an accredited representative with 5 years or more of experience or a licensed attorney. This person will provide immigration representation to VAWA clients (50% of their time will be providing immigration representation) and oversee the community and education programs. The salary range is \$70,000 to \$75,000 a year with full benefits. See the full job description [here](#)

**Hinckley Allen:** Applicants should apply directly by email to Melanie Harrison, Legal Recruiting and Professional Development Coordinator ([mharrison@hinckleyallen.com](mailto:mharrison@hinckleyallen.com)). Please submit cover letter and resume.

- **Real Estate Attorney | Junior Associate** Seeking a candidate with 2-4 years of commercial real estate experience for the Providence office. The ideal candidate will have experience with acquisitions and dispositions, office and retail leasing and land use. Candidates should also have experience handling closings, title, survey, and other real estate due diligence projects, as well as drafting and negotiating real estate transaction documents. Real estate finance experience is a plus. Admission to Rhode Island bar is required. The position offers an excellent opportunity to assume significant responsibility and hands-on experience in a collaborative, sophisticated and team-oriented work environment. Candidates must possess superior analytical and communication skills. Must also be highly motivated and have the ability to work both independently and as part of a larger team.

- **Corporate & Business | Banking & Finance Associate** Any Location (CT, MA, IL, NH, NY, RI). Hinckley Allen is seeking a banking & finance associate to join our rapidly expanding Corporate Group. Fast-paced and engaging environment working on cutting-edge domestic and international transactions opposite top-tier Wall Street firms. Frequent direct client contact and opportunities for long-term growth. The ideal candidate will have at least 2-5 years of deal experience in banking, M&A, commercial finance or similar work, and is hard-working, willing to learn, and comfortable with taking initiative and being a member of a thriving transaction team. Exposure to project finance, municipal debt, and structured finance is a plus but not required since additional hands-on and focused training will be provided. Candidates must have a J.D. degree from an ABA-approved law school and be an active member in good standing of the bar. The position offers an excellent opportunity to quickly assume significant responsibility and hands-on experience in a client-focused, team-oriented work environment. Candidates should possess grit, strong problem-solving skills and good judgment.
- **Corporate & Business | Corporate Trust Attorney** Any Location (CT, MA, IL, NH, NY, RI). Hinckley Allen has an immediate opening in the Corporate Practice Group for an attorney with at least three (3) years of experience. The position will be part of the Corporate Trust Team. Transactional experience representing corporate trustees and/or agents in project finance, loan agency, corporate and municipal debt, structured finance, and specialized products are strongly desired. This position can be filled in any of our offices. Out-of-state candidates who wish to work remotely are also encouraged to apply. Candidates must have a J.D. degree from an ABA-approved law school and be an active member in good standing of the New York or other bar. Senior associate and counsel-level candidates may also be considered. The position offers an excellent opportunity to assume significant responsibility and hands-on experience in a collaborative and team-oriented work environment. Candidates must possess superior analytical and problem-solving skills and judgment, must excel in an entrepreneurial, fast-paced environment, and must be highly motivated with excellent oral and written communication skills.
- **Litigation | Litigation Associate** Providence, RI. Hinckley Allen is seeking a commercial litigation associate to join its Providence office. The ideal candidate will have three (3) to six (6) years of experience representing a range of clients in complex corporate and commercial disputes. The candidate should also be experienced with pleadings, motions and discovery practice, including e-discovery. Deposition and/or court appearances are a plus. Candidate must possess strong research, analytical and writing skills. Admission to bar in Rhode Island is required. The position offers an excellent opportunity to assume



significant responsibility and hands-on experience in a collaborative and team-oriented work environment. The candidate must be highly organized and have the ability to work both independently and as part of a larger team.

- **Real Estate | Transactional Attorney** Boston, MA, Providence, RI, or Hartford, CT. Hinckley Allen is seeking a real estate transactional attorney to join a dynamic and sophisticated practice in our Boston, Providence or Hartford office. The ideal candidate will have at least five (5) years of experience handling acquisitions and dispositions, borrower-side financing and leasing of commercial real estate. Significant office, retail and/or industrial leasing experience is required. Admission to Massachusetts, Rhode Island or Connecticut bar is required. The position offers an excellent opportunity to assume significant client responsibility and hands-on experience in a collaborative, collegial and team-oriented work environment. Candidates must possess superior drafting skills, a deep knowledge of commercial real estate law and closing mechanics and a strong work ethic. Must also be highly motivated and have the ability to work both independently and as part of a larger team.

### **Robinson+Cole**

- **Capital Markets Associate** Robinson+Cole, an Am Law 200 Firm, is searching for an attorney to join its Capital Markets team in its New York, NY, Stamford, CT, Hartford, CT, Providence, RI or Boston, MA office. Robinson+Cole's Capital Markets team, part of a larger Business Transactions practice group, represents clients in a broad range of private and public securities transactions; 33" and 34" Act filings; SPAC; initial and follow-on public offerings, mergers and acquisitions; and cross-border transactions between the U.S. and Asia. Qualified candidates will have three to six years of experience representing issuers and/or underwriters in capital markets transactions, including initial public offerings, follow-on public offerings, registered direct offerings, ATM offerings, PIPE transactions and/or SPAC offerings. Candidates should have experience listing securities on NASDAQ/NYSE and/or OTCQB/QX; working with the SEC, FINRA and NASDAQ/NYSE, preparing '33 and /34 Act filings, representing issuers and placement agents in private offering transactions and corporate governance matters. Candidates should work well as part of a team and enjoy a fast-paced work environment. Robinson+Cole has a very active and growing capital markets practice and this position represents an opportunity to work and grow with an experienced team that is dedicated to providing exceptional service to its clients. Admission to the bar in which the attorney is resident is required. Transactional credentials, excellent writing, research, negotiation, and communication skills are

also required. Click [here](#) to apply. Please include a cover letter, resume, and law school transcript in attention to Christine Cottrell.

- **Business Litigation Associate** Robinson+Cole is seeking a highly motivated litigation associate to join its business litigation practice group, which will include working with our nationally recognized manufacturing industry and data privacy/cybersecurity teams. Our firm's work for clients in business litigation, manufacturing law and data privacy spans the United States and globally and has been a trendsetter in the legal industry. Our talent is our greatest asset and we function as a team in every sense, which includes helping our associates develop their own career paths through individually focused mentoring and training. The successful candidate will have two to three years of litigation experience and will be expected to assume substantial responsibility including drafting of briefs on critical motions, management of discovery, depositions and court appearances. Our ideal candidate has superior academic credentials, excellent writing and analytical skills, and sophisticated law firm or equivalent experience to join our team. Experience with data privacy/cybersecurity matters is a plus. Law review experience and/or judicial clerkship experience are also a plus. This position can be based in any of the Firm's offices with a preference for Stamford, Connecticut. Admission to the bar in the state of practice is required. Click [here](#) to apply, please include a cover letter, resume, law school transcript and two writing samples (preferably briefs not edited by others).

**The Rhode Island Attorney General's Office** is hiring for the following positions. Please see the full job listings at the end of this newsletter.

- **Special Assistant Attorney General - Civil Division** (primarily in the Government Litigation Bureau with opportunities to participate in the work of the Public Protection Bureau)
- **Special Assistant Attorney General - Civil Division** (Energy Unit)
- **Legal Research Assistant - Civil Division**
- **Legal Assistant, Civil Division**
- **Systems Administrator, Dept. of Information Technology**

**Are you hiring?** Know someone looking for a top-notch applicant for an open position? Email Sam Vasques at [Samantha.Vasques@lockelord.com](mailto:Samantha.Vasques@lockelord.com) to add an opportunity to our employment section!

**MONTHLY MEMBER SPOTLIGHT:**

The Monthly Member Spotlight is your cheat sheet to the incredible women who are your fellow RIWBA members. Keep an eye on your inbox, because you might be next!

This month, we are delighted to spotlight **LATRI-C-EA MCCLENDON-HUNT** an ASSOCIATE at PANNONE LOPES DEVEREAUX & O’GARA LLC. Read on to learn more about LATRI-C-EA!



**Any good work from home tips?** My best tip is to put on real shoes. When you put on your shoes, it tricks your brain into jump starting.

**What is one goal you’d still like to accomplish in your lifetime?** I would like to sit on the bench.

**Can you share something about yourself that others would be surprised to learn?** Prior to law school, I taught at the same middle school that I attended.

**What is the last book you read?** The Energy Bus by Jon Gordon.

**In fifty words or fewer, describe what you want other RIWBA members to know about your practice.** My practice focuses on the firm’s Special Mastership in Prison Monitoring Team for the U.S. District Court, Eastern District of California, responsible for monitoring prison reform compliance and progress in the implementation of mandatory mental health screening, diagnosis and treatment of prisoners throughout the California prison system.

### **NEXT MONTH’S ISSUE:**

Have something you would like to see in the next newsletter? Let us know by February 28th to include it in the latest edition. And as always, thanks for reading!

*Leigh Furtado, Jessica Rider, Sam Vasques, Lindsay Lieberman and Meredith Thommen, RIWBA Newsletter Committee*

### **RIWBA Newsletter Committee**





**SYSTEM ADMINISTRATOR**  
**DEPARTMENT OF INFORMATION TECHNOLOGY**  
**RHODE ISLAND OFFICE OF THE ATTORNEY GENERAL**

**PAY GRADE 8724 (\$53,027-\$61,697)**

**January 18 – January 31, 2022**

**About the Office of the Attorney General:** The Attorney General is the state's top lawyer and law enforcement official, protecting and serving the people and interests of Rhode Island through a broad range of duties. Every day, the Office's attorneys fight to ensure the public safety of the state's communities, improve the economic security of its citizens, safeguard the state's spectacular natural resources, and restore the public's trust in government. Assistant and Special Assistant Attorneys General represent the people of Rhode Island in civil and criminal matters before trial courts, appellate courts, and the supreme courts of Rhode Island and the United States. The Office is unique among attorneys general offices across the country. Out of fifty states, only two other offices share the same broad criminal mission. The Office's attorneys prosecute complex and violent crimes but also functionally serve as one of the nation's largest district attorney's offices, prosecuting all felonies throughout the state.

The System Administrator position will play an integral role supporting the main office in Providence and eight satellite offices. This position manages, supports, optimizes, and evolves the Windows environment, including the Active Directory domain, Windows Servers, and all Windows based PCs and remote access devices.

**Duties and responsibilities include but are not limited to:**

- Perform system administration duties in a Windows Active Directory environment and Group Policy.
- Support a Microsoft Server Active Directory environment to meet and maintain appropriate service levels.
- Maintain cloud-based solutions; ensure endpoint compliance standards.
- Monitor hardware/software events and proactively optimize system performance.
- Manage user accounts and licenses for software and services.
- Analyze issues, recommends, and implements improved solutions for computers and software.
- Provide second level support for all facets of IT; Server, Network, Telephone, and Wireless.
- Troubleshoot and deliver solutions to common software problems.
- Improve systems by studying current practices; designing modifications.
- Create, deploy and maintain PC images and Software Distribution packages.
- Aid with end user support.
- Provide technical support and documentation on IT projects.
- Create and execute system testing.

- Work in other functional areas to cover absences.

**Qualifications:**

- **Work experience equivalent to or Degree in Computer Science, Management Information Systems or related field preferred.**
  - **Any one or a combination of the following certifications: A+, MCP, HDI Support Center Specialist, Network+ strongly preferred.**
  - Must have good understanding of networks and IP and LAN protocols.
  - **Excellent PC/server/network troubleshooting skills with computer hardware, software, and interoperability problems.**
  - Must be proficient with Microsoft Office 365 and Microsoft Visio for application documentation.
  - Linux experience, including server management, bash/Perl/python scripting is a plus.
  - Superior analytical, verbal and written communication skills and be able to provide well-written, easy to understand documentation.
  - Excellent customer service and telephone skills, with responsibility for supporting multiple applications and network environments.
  - Must be able to independently learn and implement new technologies by utilizing readily available resources (install guides, white papers, internet resources, etc.).
  - Interpersonal skills to effectively communicate with all levels of supervisory and non-supervisory employees.
  - On-Call rotation: must be available on nights, weekends, and holidays to support a 24x7 environment which may include onsite operations at times.
  - Must be organized, self-motivated, detail/task/goal oriented, flexible.
- Ability to prioritize and manage concurrent tasks.

**How to Apply:** Applicants should mail (1) a cover letter summarizing why you are interested and describing the skills and abilities you possess that will enable you to succeed in this position, (2) a resume, and (3) a list of three references, to

Aida Crosson

Director of Administration

Office of the Attorney General

150 South Main Street, Providence, RI 02903

ACrosson@riag.ri.gov

**Equal Opportunity Employer:** We are dedicated to forming a team that represents a variety of backgrounds and perspectives. All qualified applicants will receive consideration without regard to race, color, sex, religion, sexual orientation, gender identity or expression, age, national origin, disability, or covered veteran status.

**Other Information:** Finalists will be subject to a background investigation including reference checks. All offers of employment are contingent upon successful completion of the background investigation.

**LEGAL ASSISTANT**  
**RHODE ISLAND OFFICE OF THE ATTORNEY GENERAL**  
**CIVIL DIVISION**

**PAY GRADE 8714 (\$40,141 - \$43,750)**

**January 24, 2022 – February 11, 2022**

**About the Office of the Attorney General:** The Attorney General is the state's top lawyer and law enforcement official, protecting and serving the people and interests of Rhode Island through a broad range of duties. Every day, the Office's attorneys fight to ensure the public safety of the state's communities, improve the economic security of its citizens, safeguard the state's spectacular natural resources, and restore the public's trust in government. Assistant and Special Assistant Attorneys General represent the people of Rhode Island in civil and criminal matters before trial courts, appellate courts, and the supreme courts of Rhode Island and the United States. Paralegals and administrative staff provide important support to the attorneys and to the Office. The Office is unique among attorneys general offices across the country. Out of fifty states, only two other offices share the same broad criminal mission. The Office's attorneys prosecute complex and violent crimes but also functionally serve as one of the nation's largest district attorney's offices, prosecuting all felonies throughout the state.

**Duties / Responsibilities:** The position offers a unique and challenging experience for a highly motivated person. The office is seeking a legal assistant that will be responsible for paralegal/secretarial duties and offer assistance to the Civil Division and its attorneys. Primary responsibilities include preparation of legal documents and correspondence, entering data for case tracking programs, electronic filing with the Courts, preparing and maintaining case files, assisting with incoming mail and telephone calls and other related duties, as instructed.

**Education/Experience/Special Requirements:** Experience such as may have been gained through employment in a responsible legal assistant position or any combination of education and experience that shall be substantially equivalent. Applicants must possess superior clerical and organizational skills, as well as the capacity to function at a high level in a demanding environment. Additionally, applicants must exhibit the ability to work in a supportive and professional manner with other support staff, attorneys and law enforcement agencies. Candidates must be computer literate with proficiency in Microsoft Word and Outlook. The qualified applicant must be able to pass an extensive background check.

**If applying for position by submitting a cover letter and resume via mail or email, no need to apply through online system.**

**Application Process:**

Applicants should submit a (1) cover letter, (2) resume, and (3) list of three references to:

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## **SPECIAL ASSISTANT ATTORNEY GENERAL**

### **CIVIL DIVISION**

#### **RHODE ISLAND OFFICE OF THE ATTORNEY GENERAL**

**PAY GRADE 8728 (\$64,000 - \$72,379)**

**January 24, 2022 – February 11, 2022**

The Rhode Island Office of the Attorney General is seeking a candidate for a Special Assistant Attorney General (SAAG) position within the Civil Division. The attorney in this position will be expected to work primarily in the Government Litigation Bureau with opportunities to participate in the work of the Public Protection Bureau.

**About the Office:** The Attorney General is the state's top lawyer and law enforcement official, protecting and serving the people and interests of Rhode Island through a broad range of duties. Every day, the Office's attorneys fight to ensure the public safety of the state's communities, improve the economic security of its citizens, safeguard the state's spectacular natural resources, and restore the public's trust in government. Assistant and Special Assistant Attorneys General represent the people of Rhode Island in civil and criminal matters before trial courts, appellate courts, and the supreme courts of Rhode Island and the United States. The Office is unique among attorneys general offices across the country. Out of fifty states, only two other offices share the same broad criminal mission. The Office's attorneys prosecute complex and violent crimes but also functionally serve as one of the nation's largest district attorney's offices, prosecuting all felonies throughout the state.

**Civil Division:** The Civil Division defends the State through its Government Litigation Bureau and brings litigation and other initiatives through the Public Protection Bureau. In the Government Litigation Bureau, the Civil Division leads litigation on behalf of the state, counsels the Attorney General and other government officials, and performs a range of regulatory duties. The Public Protection Bureau, recently created within the Civil Division, is comprised of four units – Healthcare, Consumer and Economic Justice, Environmental and Energy, and Civil & Community Rights. Each of these units affirmatively develops legal work and initiatives by using the legal authority of the Office of Attorney General to advance and protect dignity, quality of life and equity for all Rhode Islanders. From identifying and pursuing landmark civil actions against businesses and individuals that have harmed Rhode Islanders to defending the Constitution, state laws, state agencies, state general officers, legislators, and employees, the Division and its attorneys are at the forefront of matters being litigated before trial courts, appellate courts, and the supreme courts of Rhode Island and the United States.

**Duties and Opportunities:** For this position, a SAAG in the Civil Division will be responsible for case development, pre-trial litigation, negotiation, written and oral argument, regulatory and agency advising and trial work. The applicant will be expected to carry a full civil litigation caseload in the capacity as first and as second chair, and be expected to draft, file, and argue motions/legal memoranda, as well as litigate, in state and federal court on behalf of the state of Rhode Island, its agencies, and its officers or employees.

Opportunities for Special Assistant Attorneys General in the Civil Division also include: attending National Association of Attorney General trainings and conferences throughout the country, serving on state, local, federal, and/or non-profit boards, commissions, working groups, and/or task forces as a designee of the Attorney General, providing substantive expertise to legislative or policy initiatives, supervising student interns as part of the Office's legal internship program.

**Eligibility:** The successful applicant must have a law degree from an accredited law school and be an active member in good standing of the bar of any jurisdiction. If not a member of the Rhode Island Bar, the candidate must be eligible for admission to the Rhode Island bar.

**Qualifications:** Candidates with litigation experience are preferred. Strong candidates will have a commitment to public service. Candidates must have strong written skills and possess the capacity to function in a demanding environment. Applicant must work well independently and as part of a team, including with other attorneys and support staff. Ability to work with other state government employees and communicate with members of the public is a must. Litigation experience in both state and federal court is preferred. The applicant should bring innovative thinking to the ways in which the Office of the Attorney General can consistently and increasingly meet the needs of Rhode Island residents.

The Attorney General's Office is stronger, more credible, and more capable when its attorneys bring diverse backgrounds, cultures, and perspectives to their work. The Office encourages all qualified applicants from all ethnic and racial backgrounds, veterans, LGBTQ individuals, and persons with disabilities to apply.

**If applying for position by submitting cover letter and resume via mail or email, no need to apply through online system.**

**How to Apply:** Applicants should mail (1) a cover letter summarizing why you are interested and describing the skills and abilities you possess that will enable you to succeed in this position, (2) resume, (3) list of three references, (4) letter of good standing from each Bar of which you are a member, and (5) a writing sample to:

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## **SPECIAL ASSISTANT ATTORNEY GENERAL**

### **CIVIL DIVISION**

#### **RHODE ISLAND OFFICE OF THE ATTORNEY GENERAL**

**PAYGRADE 8730 (\$69,213 - \$78,249)**

**January 24, 2022 – February 11, 2022**

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Opportunities for Special Assistant Attorneys General in the Civil Division also include: attending National Association of Attorney General trainings and conferences throughout the country, serving on state, local, federal, and/or non-profit boards, commissions, working groups, and/or task forces as a designee of the Attorney General, providing substantive expertise to legislative or policy initiatives, supervising student interns as part of the Office's legal internship program.

**Eligibility:** The successful applicant must have a law degree from an accredited law school and be an active member in good standing of the bar of any jurisdiction. If not a member of the Rhode Island Bar, the candidate must be eligible for admission to the Rhode Island bar.

**Qualifications:** Candidates with five years of litigation experience are preferred. Strong candidates will have a demonstrated commitment to public interest law. Candidates must have strong written/oral advocacy and negotiating skills and possess the capacity to function in a sometimes-high stress, demanding environment. Applicant must work well independently and as part of a team, including with other attorneys and support staff. Ability to work with other state government employees and communicate with members of the public is a must. Litigation experience in both state and federal court is preferred. The applicant should bring innovative thinking to the ways in which the Office of the Attorney General can consistently and increasingly meet the needs of Rhode Island residents.

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Director of Administration

Office of the Attorney General

150 South Main Street, Providence, RI 02903

ACrosson@riag.ri.gov

**Equal Opportunity Employer:** We are dedicated to forming a team that represents a variety of backgrounds and perspectives. All qualified applicants will receive consideration without regard to race, color, sex, religion, sexual orientation, gender identity or expression, age, national origin, disability, or covered veteran status.



**Other Information:** Finalists will be subject to a background investigation including reference checks. All offers of employment are contingent upon successful completion of the background investigation.

**SPECIAL ASSISTANT ATTORNEY GENERAL**

**CIVIL DIVISION**

**RHODE ISLAND OFFICE OF THE ATTORNEY GENERAL**

**PAYGRADE 8730 (\$69,213 - \$78,249)**

**January 24, 2022 – February 11, 2022**

**Salary will also be considered commensurate with experience.**

The Rhode Island Office of the Attorney General is seeking a candidate for a Special Assistant Attorney General (SAAG) position within the Civil Division. The attorney in this position will be expected to work in the Energy Unit of the Civil Division.

**About the Office:** The Attorney General is the state's top lawyer and law enforcement official, protecting and serving the people and interests of Rhode Island through a broad range of duties. Every day, the Office's attorneys fight to ensure the public safety of the state's communities, improve the economic security of its citizens, safeguard the state's spectacular natural resources, and restore the public's trust in government. Assistant and Special Assistant Attorneys General represent the people of Rhode Island in civil and criminal matters before trial courts, appellate courts, and the supreme courts of Rhode Island and the United States. The Office is unique among attorneys general offices across the country. Out of fifty states, only two other offices share the same broad criminal mission. The Office's attorneys prosecute complex and violent crimes but also functionally serve as one of the nation's largest district attorney's offices, prosecuting all felonies throughout the state.

**The Energy/regulatory Section within the Civil Division:**

The Energy Section within the Environment and Energy/Regulatory Section of the Environment and Energy Unit of the Civil Division provides legal representation to the Division of Public Utilities and Carriers on licensing and operational-type (violations) matters for public utilities. For all filings that come before the Public Utilities Commission ("PUC"), the Division acts as "ratepayer advocate" and is an indispensable party in the administrative proceedings. The

Division also appears before the PUC on electric rate dockets, gas rate dockets, electric or gas utility programs that might impact rates, municipal water and wastewater matters. Occasionally, the Division also appears before the Federal Regulatory Commission and the Rhode Island Energy Facilities Siting Board. The work of the section includes drafting appellate briefs, monitoring dockets, enforcement and compliance.

**Duties and Opportunities:** For this position, a SAAG in the Energy/Regulatory Section of the Environment and Energy Unit of the Civil Division must advocate and litigate before the PUC, the Energy Facility Siting Board, and the Federal Energy Regulatory Commission, as well as in state and federal courts on energy matters. Working knowledge of administrative law, familiarity with open government laws, and expertise in energy, ratemaking, and regulatory law will be developed and maintained. The applicant will be expected to carry a full caseload in the capacity as lead and as secondary attorney, and be expected to draft, file, and argue motions/legal memoranda, as well as litigate.

Opportunities for Special Assistant Attorneys General in the Civil Division also include attending National Association of Attorney General trainings and conferences throughout the country and supervising student interns as part of the Office's legal internship program.

**Eligibility:** The successful applicant must have a law degree from an accredited law school and be an active member in good standing of the bar of any jurisdiction. If not a member of the Rhode Island Bar, the candidate must be eligible for admission to the Rhode Island bar.

**Qualifications:** Litigation experience is preferred but not required. Strong candidates will have a demonstrated commitment to public interest law and a willingness to learn the more technical aspects of energy regulation in the State. Candidates must have strong written/oral advocacy and negotiating skills and possess the capacity to function in a sometimes-high stress, demanding environment. Applicant must work well independently and as part of a team, including with other attorneys and support staff. Ability to work with other state government employees and communicate with members of the public is a must. Litigation experience in both state and federal court is preferred. The applicant should bring innovative thinking to the ways in which the Office of the Attorney General can consistently and increasingly meet the needs of Rhode Island residents.

The Attorney General's Office is stronger, more credible, and more capable when its attorneys bring diverse backgrounds, cultures, and perspectives to their work. The Office encourages all qualified applicants from all ethnic and racial backgrounds, veterans, LGBTQ individuals, and persons with disabilities to apply.

**If applying for position by submitting cover letter and resume via mail or email, no need to apply through online system.**

**How to Apply:** Applicants should mail (1) a cover letter summarizing why you are interested and describing the skills and abilities you possess that will enable you to succeed in this position, (2) resume, (3) list of three references, (4) letter of good standing from each Bar of which you are a member, and (5) a writing sample to:

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**LEGAL RESEARCH ASSISTANT**  
**ENERGY UNIT/CIVIL DIVISION**  
**RHODE ISLAND OFFICE OF THE ATTORNEY GENERAL**

**PAY GRADE 8724 (\$53,047 - \$58,675)**

**January 28, 2022 – February 18, 2022**

The Rhode Island Office of the Attorney General is seeking a candidate for a Legal Research Assistant position in the Environment and Energy Unit within the Civil Division to begin as soon as possible.

**About the Office of the Attorney General:** The Attorney General is the state's top lawyer and law enforcement official, protecting and serving the people and interests of Rhode Island through a broad range of duties. Every day, the Office's attorneys fight to ensure the public safety of the state's communities, improve the economic security of its citizens, safeguard the state's spectacular natural resources, and restore the public's trust in government. Assistant and Special Assistant Attorneys General represent the people of Rhode Island in civil and criminal matters before trial courts, appellate courts, and the supreme courts of Rhode Island and the United States. Paralegals and administrative staff provide important support to the attorneys and to the Office. The Office is unique among attorneys general offices across the country. Out of fifty states, only two other offices share the same broad criminal mission. The Office's attorneys prosecute complex and violent crimes but also functionally serve as one of the nation's largest district attorney's offices, prosecuting all felonies throughout the state.

**The Energy Section within the Civil Division:** The Energy Section within the Environment and Energy Unit of the Civil Division provides legal representation to the Division of Public Utilities and Carriers on licensing and operational-type (violations) matters for public utilities. For notable rate (or "other") filings that come before the Public Utilities Commission ("PUC"), the Division acts as "ratepayer advocate" and actively participates as a party of right in the administrative proceedings. The Energy Section also appears before the PUC on electric rate dockets, gas rate dockets, electric or gas utility programs that might impact rates, municipal water and wastewater matters. Occasionally, the Energy Section also appears before the Federal Regulatory Commission and the Rhode Island Energy Facilities Siting Board. The work of the section includes drafting appellate briefs, monitoring dockets, enforcement, and compliance.

**Duties:** A successful candidate will principally work independently, and as part of the Unit, to support the work of the Energy Section. In this role, the assistant will support the attorneys who advocate and litigate before the PUC, the Energy Facility Siting Board, and the Federal Energy Regulatory Commission, as well as in state and federal courts on energy matters. Working knowledge of administrative law, familiarity with open government laws, and expertise in energy, ratemaking, and regulatory law will be developed and maintained. The candidate will be expected to research, draft, and file motions/legal memoranda, as well as support litigation in

state and federal court on behalf of the state of Rhode Island, its agencies, and its officers or employees.

**Eligibility:** A successful candidate will have a paralegal certificate and a mode of transportation allowing her/him to travel between office locations two days per week.

**Qualifications:** We are looking for a highly motivated legal research assistant with superb research and administrative skills to assist the Unit's attorneys in rate proceedings, litigation, and advocacy work related to energy policy issues. The candidate should be proficient at multi-tasking, intuitive and an excellent communicator with a keen interest in providing accurate and insightful support to lawyers and legal teams.

A successful candidate will possess:

- At least two years of experience in legal research and drafting legal documents
- Strong analytical and conceptual and research skills.
- Ability to understand and interpret legal documents.
- Strong organizational skills and meticulous attention to detail.
- Ability to work under pressure and meet deadlines.
- Ability to work independently and as part of a team.
- Excellent written and verbal communication skills.
  - Proficiency in Microsoft Office, ClerkBase, Lexis-Nexis, PACER, Westlaw and other legal research sites.

To be successful in this role, strong candidates will be able to:

- Conduct legal research on pending cases and gather pertinent legal information.
- Interpret laws, rulings and regulations in legal documents.
- Compile, proofread and edit drafts of contracts, licenses, policies and other legal documents.
- Attend rate-making proceedings and take highly accurate notes and provide summaries.
- Monitor, study and develop written summaries of proposed and enacted legislation, regulations, court decisions, industry guidelines, trade journals and other relevant publications.
- Assist with case preparation including transcript citations, deposition and testimony summaries, and aiding in court motions or pleadings.
- Daily record keeping with electronic filing of caseloads.
- Analyze and summarize documents.
- Assist with the administration and management of workflow.
- Locate and interview witnesses, including expert witnesses.
- General administrative duties (i.e., answering correspondence and taking telephone calls)



- Drive to and from the Attorney General's office located at 150 South Main Street in Providence, RI, and the Division of Public Utilities and Carriers located at 89 Jefferson Boulevard in Warwick, RI as needed.

**Application Process:** Applicants should submit a (1) cover letter, (2) resume, and (3) list of three references to:

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Start Date: *We are seeking a candidate who will be prepared to begin as soon as possible.*