



OFFICE OF THE ATTORNEY GENERAL

200 St. Paul Place

Baltimore, Maryland 21202

www.marylandattorneygeneral.gov

JOB ANNOUNCEMENT

Assistant Attorney General

Maryland Department of Health

Posting Date: April 23, 2025

Closing Date: May 7, 2025

Job Title: Assistant Attorney General VI

Position Type: Regular, Full-Time

Salary: This position offers a salary range of **\$95,991 - \$140,320, with potential for advancement up to \$154,928** based on qualifications, equity, and hiring guidelines. Initial salary offers are determined by qualifications, experience, and available budget, and typically do not exceed \$140,320.

Location: Office of the Attorney General, Maryland Department of Health
300 W. Preston Street, Suite 302, Baltimore, Maryland, 21201

Telework: A hybrid remote telework and in-office schedule option is available per applicable policies and procedures.

DESCRIPTION: The Attorney General is the chief legal officer of the State of Maryland. The Office of the Attorney General (OAG) has the general charge, supervision, and direction of the State's legal business, acting as legal advisors and representatives of the major agencies, various boards, commissions, officials, and institutions of State Government. The OAG also protects the public by civil enforcement of antitrust, civil rights, consumer protection, and securities laws and regulations and by the prosecution of organized crime, Medicaid fraud, environmental crimes, insurance fraud, state tax evasion, and other statutorily assigned matters. As Maryland's 47th Attorney General, Anthony G. Brown leads the Office with a critical focus on equity, justice, and fairness.

The Office of the Attorney General, Maryland Department of Health (MDH), is seeking an energetic team player to serve as an Assistant Attorney General to advise and represent the MDH on all aspects of employment law. The MDH's mission is to promote and improve the health and safety of all Marylanders through disease prevention, access to care, quality management, and community engagement. The MDH is a large, dynamic agency with a \$19 billion budget in fiscal year 2025 and over 10,000 employees located at headquarters in Baltimore and throughout the State's 24 local health departments. The Assistant Attorney General will primarily advise the MDH's Office of Human Resources. The Office of Human

Resources facilitates an array of services for MDH employees and program units, to include providing support to units for the recruitment and management of employees, interpretation and application of law and policy affecting management of the MDH workforce, workplace safety, training and development, and employee benefits management.

The Assistant Attorney General advises the client on compliance with federal employment statutes such as the Equal Pay Act, Title VII of the Civil Rights Act, and the Americans with Disabilities Act and assists the MDH in responding to Equal Employment Opportunity Commission and Maryland Commission for Civil Rights charges. The position also represents the MDH in appeals of employee grievance actions in State circuit courts and the Maryland appellate courts. The Assistant Attorney General assists the client to comply with third-party subpoenas, including requests for Electronically Stored Information, and Public Information Act requests.

Routine responsibilities include analyzing and applying federal and state statutes, regulations, and policies to personnel matters, drafting pleadings, motions, memoranda, briefs, and other legal documents, representing the client in administrative and court proceedings, including depositions and discovery, and communicating with both front-line and senior MDH managers and leaders regarding personnel matters. The Assistant Attorney General is part of the six-member Litigation team representing the MDH in a variety of civil matters, employment law, and state contracts and procurements. The Assistant Attorney General will have the opportunity to work independently on complex cases within a collaborative working environment.

EXPERIENCE: The ideal candidate will have at least five years of legal experience to include specific experience advising clients on employment law matters and representing clients before administrative forums, such as the EEOC, the Maryland Office of Administrative Hearings, or similarly structured body. The ability to communicate effectively orally and in writing with clients and external stakeholders is essential. Current admission to the Maryland Bar (or the ability to waive in), is required. Experience providing advice and counsel to a government agency is highly desirable.

SUBMISSION: Interested persons should send a cover letter, resume, writing sample and a list of three references via email to Sandra Johnson, Paralegal, at sandra.johnson1@maryland.gov and to Bambi Glenn, Deputy Principal Counsel at bambi.glenn1@maryland.gov, by the close of business on Wednesday, May 7, 2025. **Please write “AAG-MDH ”- in the subject line of the email.**

EMPLOYMENT BENEFITS FOR REGULAR POSITIONS: The successful candidate will be eligible for subsidized health benefits (medical, prescription, dental and vision coverage) and life insurance; leave, including annual (vacation), personal, sick, and paid parental leave; and will be eligible for participation in a contributory defined benefit pension plan in which they are vested after ten years. State employees are eligible to participate in two supplemental retirement plans: the 457 Deferred Compensation Plan and the 401(k) Savings and Investment Plan. The State also offers a free mass transit benefit for local bus and express bus services.

EQUAL OPPORTUNITY EMPLOYER: The OAG is an equal opportunity employer that encourages all interested persons to apply regardless of race, color, religion or belief, ancestry, national origin, age, marital status, sexual orientation, gender identity and/or expression, disability, pregnancy, family or parental status, veteran status, genetic information, or any protected category prohibited by local, state or federal laws.

COMMITMENT TO DIVERSITY, EQUITY, INCLUSION, AND BELONGING: The Office of the Attorney General views equity, diversity, inclusion, and belonging as the pathway to achieving professional excellence and fostering and maintaining a culture where every employee can thrive. We strive to create a

community that draws upon the best pool of talent to unify excellence and diversity while fully embracing individuals from varied backgrounds, cultures, races, identities, life experiences, perspectives, beliefs, and values. We honor, respect, and celebrate all differences, both visible and invisible, and are committed to recruiting, retaining, and promoting individuals who have historically been underrepresented in the practice of law and professional careers.