

Assistant City Attorney – Community Prosecution Dallas City Attorney’s Office

The Dallas City Attorney’s Office is seeking an energetic, self-motivated attorney to fill a full-time position in the Community Prosecution Section of the Dallas City Attorney’s Office. The mission of the Community Prosecution Section is to make neighborhoods safer by using creative legal and community-oriented strategies to resolve the complex problems they face.

The Community Prosecution Section partners with other city departments, residents’ groups, and various other public and private organizations to develop strategies for code compliance through voluntary compliance and/or civil legal action on non-compliant violators. While always seeking to resolve issues ahead of court intervention, when necessary, community prosecutors initiate state district and municipal court cases – conducting discovery, appearing in court, mediating, and trying cases. Additionally, community prosecutors regularly work with transactional attorneys and other city departments to develop and implement proactive policies and strategies to improve the quality of life in the City of Dallas.

Applicants must be currently licensed to practice law in the State of Texas. The preferred candidate will have a collaborative, problem-solving mindset; strong written and oral communication skills; a desire to serve the public interest; and two or more years of civil litigation experience.

Salary is commensurate with experience. The City’s comprehensive benefits package comes with the position. This position is exempt from the provisions applicable to civil service, pursuant to Chapter XVI, Section 9 of the Dallas City Charter. Details concerning the Dallas City Attorney’s Office are available at www.dallascityattorney.com.

If interested, please send a cover letter, resume, a writing sample of no more than 10 pages, and three references to:

Attresumes@dallascityhall.com

No phone calls please