

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

The Dallas City Attorney’s Office is seeking an experienced, self-motivated civil litigation attorney with a minimum of 2 years of civil litigation experience in Texas state and/or federal court to fill a full-time civil litigation position in the Community Prosecution Litigation Section. The mission of the Community Prosecution is to make neighborhoods safer by using creative legal and community-oriented strategies to resolve the complex problems they face.

Practice will be diverse and will focus on enforcing city ordinances and state laws related to minimum housing standards, zoning, environmental protection, fair housing, open records, sexually oriented businesses, massage establishments, and public nuisances, among other laws. The practice may also include defending the city against claims and lawsuits. The attorney will be responsible for conducting discovery, preparing witnesses, participating in mediation, and trying cases. Duties will also include working with transactional attorneys and other city departments on the implementation and enforcement of ordinances and assisting in formulating policies and strategies to improve the quality of life in the City of Dallas. Other duties may be assigned.

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; and desire to serve the public interest.

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 resume, a writing sample of no more than 20 pages with explanation of extent of the applicant's contribution to the sample, and three references, to:

attresumes@dallas.gov

No phone calls, please.