



**Vacancy Announcement**  
**Chief, Media Law Counseling Section**  
**Supervisory Attorney, GS-0905-15**  
**Denver, Colorado**

- Position Information:** Chief, Media Law Counseling Section; Office of Regional Counsel; U.S. Environmental Protection Agency, Region 8; Denver, Colorado
- Application Period:** Thursday, May 6, 2019 through Thursday, May 20, 2019
- Who May Be Considered:** Current GS-14 or GS-15 U.S. government attorneys and attorneys in the state/local/private sector that meet the requirements, experience and qualifications listed in this announcement.
- Salary Range:** \$134,629 - \$166,500/per year; Travel, transportation and relocation expenses **will not** be paid by the Agency.
- Preferred Start Date:** June 2019

*Diversity is a vital element in bringing a balance of perspectives to bear on the EPA's work. Accordingly, individuals from all segments of society – including but not limited to veterans, individuals with disabilities, women and minorities – are strongly encouraged to apply.*

The U.S. Environmental Protection Agency (EPA), Region 8, Office of Regional Counsel (ORC) is seeking applications from attorneys with at least five years of environmental legal experience to serve as the Chief of the Media Law Counseling Section. Candidates must have supervisory or management experience; possess superior legal research and writing skills, strong verbal communication skills, and excellent analytical skills; work well as part of a team; and should have experience in negotiation and litigation.

**Overview of the Office of Regional Counsel:**

ORC provides legal representation for EPA Region 8 and the United States in administrative and judicial matters involving the environmental statutes administered by EPA. Such matters include civil and criminal enforcement of environmental laws and defensive litigation for actions taken by EPA Region 8. ORC also counsels Region 8 management and staff on legal interpretations of environmental laws and associated laws that affect program implementation (e.g., National Environmental Policy Act, Endangered Species Act and Indian Law). ORC provides legal advice and representation on non-environmental legal matters such

as personnel, ethics, contracts, grants, and the Freedom of Information Act. ORC is well-integrated into Region 8, but the Regional Counsel reports directly to the General Counsel and Assistant Administrator for the Office of Enforcement and Compliance Assurance.

### **Summary of Duties:**

This position is in the Legal Counseling and FOIA Branch, EPA Region 8 Office of Regional Counsel. The Media Law Counseling Section Chief works cooperatively with, and subordinate to, the Regional Counsel, Deputy Regional Counsel, and Associate Regional Counsel for Counseling. The Media Law Counseling Section provides legal and policy advice, support and representation on non-enforcement matters arising under the major environmental statutes administered by EPA. Below are some of the important duties performed by this position.

- Supervises attorneys in ORC's Media Law Counseling Section on matters arising under the major environmental statutes administered by EPA, including the Clean Air Act (CAA), Clean Water Act (CWA), Resource Conservation and Recovery Act (RCRA), Toxic Substances Control Act (TSCA), Safe Drinking Water Act (SDWA), the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), the Emergency Planning and Community Right to Know Act (EPCRA), and Federal Insecticide, Fungicide and Rodenticide Act (FIFRA).
- Exercises supervisory personnel management responsibilities over the Media Law Counseling Section employees including making assignments and determining responsibilities and priorities, evaluating employee performance, recommending appropriate incentives, initiating corrective actions, assuring safety practices, and keeping employees informed of management and personnel policies.
- Reviews and resolves legal questions involving the major federal environmental statutes affecting Region 8's programs.
- Provides legal advice and recommendations to the Regional Administrator, Deputy Regional Administrator, Regional Counsel, Deputy Regional Counsel, Associate Regional Counsel, and Division Directors on actions and litigation arising under the statutes administered by EPA.
- Communicates with attorneys in Region 8, the Office of General Counsel, states, tribes, federal agencies and other outside parties on significant legal issues, policy matters, and litigation.
- Collaborates with management at EPA Headquarters and the Department of Justice on counseling and defensive litigation matters arising in the Section's practice areas.
- Participates in strategic planning and decision-making for the section and ORC as an integral part of the ORC Management Team.

### **Qualifications:**

#### **Education Requirements:**

Applicants must possess a law degree (LL.B. or J.D.) from an accredited law school and must be admitted to practice law before the highest court of a State, the District of Columbia, a territory in the United States or the Commonwealth of Puerto Rico. You must demonstrate that you are a current member of the bar in good standing of any State, District of Columbia, Puerto Rico, or any Territorial Court under the U.S. Constitution. Candidates will be required to adequately document these professional and educational requirements during the recruitment process and

should make efforts to obtain official law school transcripts and a Certificate of Good Standing prior to applying. For applicants at the GS-14 level, applicants must have served at least one year at the GS-14 level prior to applying.

### **Experience:**

You will need to demonstrate knowledge, skills and abilities in the following areas:

- Experience and skill in supervising, managing, coaching, motivating and mentoring a professional group of senior attorneys to achieve results.
- Establishing internal processes to ensure that the organization produces high quality products and that the work will be performed in an efficient, effective, timely and high-quality manner.
- Knowledge of federal laws, regulations, policies and procedures governing EPA's actions under the statutes administered by EPA.
- Ability to provide expert level advice to Agency technical and legal staff, the Regional Administrator and other entities such as EPA Headquarters, other EPA Regions, and the Department of Justice.
- Establishing and maintaining effective relationships with colleagues, other regional and national managers, and staff.
- Ability to direct and supervise all aspects of administrative and judicial litigation, including eliciting or presenting testimony, motions and briefs, and negotiations of settlement/compliance agreements.

### **Other Information:**

Relocation and housing expenses associated with this assignment **will not** be paid.

### **How to Apply:**

Please submit the required documents listed below (either PDF or MS Word) to: [Ioffe.brian@epa.gov](mailto:Ioffe.brian@epa.gov) by 11:59 pm (MDT) on the closing date. Please include the subject line "Application for Media Law Counseling Section Chief" and copy Missy Haniewicz at [Haniewicz.melissa@epa.gov](mailto:Haniewicz.melissa@epa.gov).

If you cannot apply on-line, contact Joshua Fowler at (303) 312-6348 or via email at [fowler.joshua@epa.gov](mailto:fowler.joshua@epa.gov) for assistance at least three business days prior to the closing date of this announcement.

EPA provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please send an email to [fowler.joshua@epa.gov](mailto:fowler.joshua@epa.gov) with "Reasonable Accommodation Request" in the subject line. Decisions to grant reasonable accommodations will be made on a case-by-case basis.

### **Required Documents of Initial Application:**

1. Responses to the following two questions (2 pages total, minimum 10 point font):
  - a. Please describe your experience and approach to delivering high-quality legal services for your clients and managing significant legal casework.
  - b. Please describe your experience and approach to building and leading a high-performing team or organization.

2. Your resume
3. The names and contact information of three references

If you have any questions concerning how to apply, or any questions about the position in general, please contact Brian Joffe, Associate Regional Counsel, at 303-312-6499, or via email at [Joffe.brian@epa.gov](mailto:Joffe.brian@epa.gov).

**How You Will Be Evaluated:**

Applicants will be rated on the extent and quality of experience, education and training relevant to the duties of the position. Once we receive the required materials and the announcement closes, we will evaluate your qualifications. At that time, you may be invited for an interview. As this position has a positive education requirement, finalists **MUST** submit official copies of your law degree transcripts for verification of the education requirements and documentation demonstrating the required bar membership in good standing. It is your responsibility to provide adequate proof that you meet the above educational and professional requirements. Inadequate or illegible information could result in non-qualification and loss of consideration.

There is no formal rating system for applying veteran's preference to attorney appointments in the excepted service; however, if you qualify for veterans preference and would like EPA to consider that preference as a positive factor in reviewing your application, you must include in your application appropriate documentation such as DD214 (copy 4), your VA letter, or Standard Form-15 (disabled veteran).

EPA is an equal opportunity employer. Selection for this position will be based solely on merit without regard to race, color, religion, age, gender, national origin, political affiliation, disability, sexual orientation, marital or family status or other differences.