

U .S. DEPARTMENT OF JUSTICE
CRIMINAL DIVISION
EXPERIENCED ATTORNEY, GS-14/15
Program Manager - Eurasia Region

About the Office: The mission of the Criminal Division's Office of Overseas Prosecutorial Development, Assistance and Training (OPDAT) is to develop and administer technical and developmental assistance designed to enhance the capabilities of foreign justice sector institutions and their law enforcement personnel, so they can cooperate more fully with the Department of Justice in combating terrorism, trafficking in persons, organized crime, corruption, and financial crimes.

Responsibilities and

Opportunity Offered: The Office seeks an experienced Assistant United States Attorney or Department of Justice Trial Attorney to serve as a headquarters level program manager. The assignment is for a term of one year with the possibility of an extension for another year, contingent on the availability of funds. **(This is a reimbursable detail.)** The program manager directs the delivery of the foreign criminal justice sector technical assistance and skills development programs which take place in a specified country or countries comprising the Eurasia Region, including the Caucasus, Moldova and Central Asia. Duties also include the responsibility to manage resources within detailed program budgets and cost estimates; to review systems of internal control in order to monitor the efficiency of programs; and to provide professional leadership and guidance to headquarters staff and Resident Legal Advisers and other in-country program personnel in carrying out the development objectives in support of OPDAT's regional mission to provide administration of justice assistance and resources to prosecutors and other judicial sector personnel. The Program Manager will assist the development of new programs and review, evaluate, and recommend improvements to existing programs. While working within the OPDAT headquarters staff, the program manager coordinates with management officials within the Criminal Division and the Department of Justice, and with program policy officials in the Department of State, the U.S. Agency for International Development, the Millennium Challenge Corporation, and operational law enforcement agencies, as well as with host country justice sector authorities, to assure the programs meet the needs of the host country, and support Departmental and U.S. policy objectives.

Qualifications: Required qualifications: Applicants must possess a J.D. degree, be duly

licensed and authorized to practice as an attorney under the laws of a State, territory, or the District of Columbia. **Applicants must be a current Department Trial Attorney or Assistant United States Attorney** and have at least four or five years of post J.D. experience to be qualified at the GS-14 or 15 level.

Preferred qualifications: Applicants should possess excellent interpersonal, writing, speaking, organizational and management skills; be a self-starter; and possess substantial prosecutorial experience. Applicants should also have experience with the legal systems of the former Soviet Union or with other civil law systems.

Travel: Periodic travel will be required.

Salary Information: Current salary and years of experience determine the appropriate salary level. (See OPM's Web page at www.opm.gov/oca/payrates/index.htm)

Location: The program manager will be stationed in Washington, D.C. beginning in the fall of 2006.

Relocation Expenses: Relocation expenses are not authorized.

Submission Process

and Deadline Date: To apply for this position, please submit a resume and a cover letter (highlighting relevant experience) to:

U.S. Department of Justice
Criminal Division
Office of Overseas Prosecutorial Development, Assistance and Training
(OPDAT)
10th and Pennsylvania Aves., NW
Washington, DC 20530
Attn: Mr. Christopher Lehmann

Applications may also be submitted by fax or email. Mr. Lehmann's fax number is (202) 616-8429 and his email address is Christopher.Lehmann@usdoj.gov. He will also accept telephone inquiries at (202) 307-0421.

This position is open until filled.