



U.S. EPA Office of General Counsel

The Office of General Counsel (OGC) is the chief legal advisor to the U.S. Environmental Protection Agency (EPA), the federal agency with primary responsibility for implementing the nation's environmental laws. OGC attorneys provide counsel to EPA policy makers on legal issues associated with implementing these environmental laws, as well as the laws governing the day-to-day operations of a federal agency. Approximately 170 attorneys work in OGC. Our principal office is located at EPA's headquarters complex in downtown Washington, DC. OGC is comprised ten offices: Immediate Office (including the Ethics Staff, and the FOIA Expert Assistance Team (FEAT)), Resource Management Office, Air and Radiation Law Office, Pesticides and Toxic Substances Law Office, Solid Waste and Emergency Response Law Office, Water Law Office, Cross-Cutting Issues Law Office, Alternative Dispute Resolution Law Office, General Law Office, and Civil Rights and Finance Law Office.

OGC Ethics Fellowship Program

This is a highly competitive two-year fellowship to start in June 2016. The key objective is to provide ethics fellows with the opportunity to advise Agency employees on issues pertaining to federal government ethics, financial disclosure, and the Hatch Act, and to provide OGC with highly motivated, talented, and diverse attorneys who are interested in federal ethics issues. The effectiveness of EPA's overall ethics program depends upon the recruitment and hiring of excellent and diverse talent. We recognize the need for varied backgrounds and skills and offer an inclusive environment that relies on those diverse perspectives to ensure that we effectively serve the American people. Therefore, we want to make sure we are recruiting the best, the brightest and most diverse, and ensure EPA is a place for people who are talented, smart, and passionate about helping this Agency protect the environment ethically.

ELIGIBILITY REQUIREMENTS:

The OGC Ethics Fellowship Program is open to highly qualified applicants with outstanding academic records who are graduating law school in 2016, or who have completed a judicial clerkship, or who have prior law experience within 2 to 3 years of graduation from an ABA accredited law school. OGC is seeking applicants with excellent analytical and writing abilities, a strong commitment to public service, effective "people" skills, and an ability to take on significant responsibility.

HOW TO APPLY:

Applications must consist of a cover letter/personal statement, resume, law school transcripts (along with a description of the grading system [including whether the system employs a grade curve and, if so, details about that curve]), class rank (unless your school does not provide class rank), writing sample (5 page minimum demonstrating analysis of a complex legal issue), and three or more references. All required documents must be submitted for consideration in this fellowship opportunity. Note: We are also requesting applicants to submit a voluntary Demographic Information Form OMB No. 3046-0046 (Vacancy Announcement No. - leave blank) which is used to determine the effectiveness of our outreach efforts.

The application package must be received in the office by **April 15, 2016**; applications received in the office after that date will not be considered regardless of the date of postmark. Please send your applications to the address below or by email:

PROGRAM CONTACT INFORMATION:

Angela Perkins, Attorney Recruitment Coordinator

Phone: (202) 564-0052

Email: perkins.angela@epa.gov

U.S. Environmental Protection Agency

1200 Pennsylvania Avenue, NW

WJC North Room 4315M; MC 2311A

Washington DC 20460

OTHER INFORMATION:

Selected applicants will be invited to Washington, DC for interviews. Applicants are responsible for all travel related expenses for the interview. Offers will be made in May 2016.

BENEFITS:

This is a full-time, two-year appointment paid at the GS-11 (first year) and GS-12 (second year) levels with **no promotion potential beyond the GS-12 level**. Benefits that are available include annual and sick leave, health insurance, life insurance, flexible work schedules, family medical leave, Thrift Savings Plan, and transit subsidy.

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. Veterans are strongly encouraged to apply.