



IOWA DEPARTMENT OF JUSTICE
OFFICE OF THE ATTORNEY GENERAL

Public Service Manager—Victim Assistance Section

Iowa Attorney General Brenna Bird seeks a public service manager to serve in the Victim Assistance Section.

Description

This position involves supervising and evaluating the work of the Training and Outreach Team; directing team operations; applying for discretionary federal grants and submit grant reports; regular contact with crime victims, law enforcement, prosecutors, and service providers; teamwork; and attention to detail. This position ensures necessary statewide programs run effectively and in accordance with contract documents and Iowa and Federal law. The person serving in this role must be friendly, courteous and have both a familiarity with the criminal justice system and a passion for helping crime victims.

Requirements and Preferences

Candidates must possess a juris doctor; have a passion for public service; and possess high levels of organization, judgment, prioritization, customer service, and written and verbal communication. The most competitive candidates will have experience supervising employees, navigating federal grants, and interacting with survivors of crime. This position requires a license, or the ability to obtain a license, to practice law in Iowa.

Pay and Benefits

In addition to a collegial environment among client-centered team members, perks of working for the Office of the Attorney General include excellent work-life balance and benefits. This position offers flexible in-office or work-from-home hours. Annual salary ranges from \$86,528.00 to \$116,542.40 depending on experience.

Contact Information

Apply by sending a cover letter and resume to Aaron McKay, Chief of Staff, at AGHumanResources@ag.iowa.gov or 1305 E. Walnut St., 2nd Floor, Des Moines, IA 50319. This position will remain open as long as this job is posted on the Office of the Iowa Attorney General webpage.