

Anderson, Donald D.

From: Anderson, Donald D.
Sent: Tuesday, January 30, 2018 3:33 PM
To: 'david.hayes@nyu.edu'
Cc: Elizabeth Johnson Klein
Subject: RE: Meeting in Richmond
Attachments: NYU Fellow Job Description.docx

My apologies for failing to answer sooner. I have been waiting for formal approval to proceed, which I have now been assured is coming.

I have asked for potential dates for the meeting you have suggested.

In the meantime, I would appreciate your input on the attached draft of a job posting that uses much of what Liz sent but in a format similar to what we usually do here.

Thanks.

Don

Donald D. Anderson
Senior Assistant Attorney General/Chief
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(804) 371-6018 Office
DAnderson@oag.state.va.us
<http://www.ag.virginia.gov>



From: David J. Hayes [mailto:david.hayes@nyu.edu]
Sent: Wednesday, January 24, 2018 8:04 AM
To: Anderson, Donald D.
Cc: Elizabeth Johnson Klein
Subject: Re: Meeting in Richmond

Don:

I'm following up, as a reminder, that Liz and I would appreciate the chance to come down to Richmond and visit with AG Herring and the team to discuss how we can work together. I've had similar meetings with the other AGs that are bringing on Special Assistant AGs, and other AG who we are working with.

We can work around your schedule, if we can avoid Wednesdays (when I teach at NYU law school). Also, Liz and I are both taking a few days off in mid-February around Presidents day.

[*dda draft*]

**[SPECIAL ASSISTANT ATTORNEY GENERAL]/FELLOW
OFFICE OF THE ATTORNEY GENERAL
COMMERCE ENVIRONMENT & TECHNOLOGY DIVISION
ENVIRONMENTAL SECTION**

DESCRIPTION: In conjunction with the State Energy and Environment Impact Center of the New York University Law School, a Fellow of NYU will be retained by the Office of the Attorney General to serve a one- to two- year term as a [Special Assistant Attorney General] in the Environmental Section working on clean energy, climate change and environmental matters of regional and national importance.

DUTIES: This individual will perform highly advanced legal work, including conducting in-depth analysis and preparation of legal memoranda; interpreting laws and regulations; providing legal advice; and assisting in preparing legal notices, briefs, comment letters, and other associated litigation and regulatory documents. The individual will perform other duties as assigned, with the expectation that the majority of time spent will be on clean energy, climate change, and environmental issues. As appropriate, and under the supervision of the Section Chief and the Deputy Attorney General, the individual will prepare periodic reports of activities and progress to the State Impact Center.

QUALIFICATIONS: Applicants must have graduated from an accredited law school and be admitted to the [Virginia State Bar]. The successful candidate will have excellent analytical and writing abilities and oral communication skills as evidenced by a writing sample and references. Excellent interpersonal skills are required. Preference for candidates with five to ten years of experience in clean energy, climate change, and environmental issues, including relevant experience in legal or policy issues of regional or national importance, such as those matters that cross jurisdictional boundaries or raise legal questions or conflicts that have nationwide applicability. Litigation and/or regulatory experience, with preference for experience working in state or federal government. Ability to work with partner organizations and to help build coalitions. Exceptional organizational skills and ability to proactively manage many simultaneous issues, multitask, and prioritize. Demonstrated interest in public service.

SALARY: Salary commensurate with experience and qualifications, to be paid by NYU.

TO APPLY: Please apply on-line at <https://virginiajobs.peopleadmin.com>. Veterans, AmeriCorps, Peace Corps, and other national service alumni are encouraged to apply. **To ensure consideration, please submit application materials by [DATE].**

Anderson, Donald D.

From: Elizabeth Klein <elizabeth.klein@nyu.edu>
Sent: Tuesday, January 30, 2018 4:20 PM
To: Anderson, Donald D.
Cc: david.hayes@nyu.edu
Subject: Re: Meeting in Richmond

The position description looks good to me (there's a typo that I'm sure would get caught along the way, but I'll point it out anyway - a stray "w" at the end of "including" about midway through the last paragraph.)

We'll look forward to hearing about dates, and let me know if you have any additional questions about the secondment agreement. We are happy to walk through any specific questions or suggested changes to the terms in that.

Thanks,
Liz

On Tue, Jan 30, 2018 at 3:33 PM, Anderson, Donald D. <DAnderson@oag.state.va.us> wrote:

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