



Municipality of Anchorage  
Department of Law  
Criminal Division  
Municipal Prosecutor's Office

**CURRENTLY HIRING**

**Attorneys  
Licensed in Alaska  
Or  
Eligible for next Alaska Bar Exam**

**Position available:**

The Assistant Municipal Prosecutor position provides a unique opportunity to gain valuable courtroom experience in Alaska's trial courts. Attorneys cover court hearings several days a week and handle all aspects of a misdemeanor caseload from screening cases to drafting and negotiating plea offers to taking the case to jury trial. Our office provides a collegial work environment supportive of new attorneys and seasoned attorneys alike.

Successful applicants will enjoy a fast-paced office, embrace multi-tasking, and become a valuable part of our collaborative team. We work closely with the Anchorage Police Department, the District Attorney's Office, and members of the public who have been impacted by crime. Opportunities to work with state and federal entities in cross-designated prosecutor positions may exist as well.

A comprehensive benefits package is provided, and retirement through the state's Public Employee Retirement System (PERS). The MOA offers generous leave packages. Candidates may be able to opt into an alternative work schedule. Moving expenses may also be available. As a government agency, we are a qualifying employer for Public Service Loan Forgiveness.



### **About the Municipal Prosecutor's Office:**

The Municipal Prosecutor's Office handles about 5,000-8,000 criminal cases per year, all misdemeanors under Anchorage Municipal Code. We also handle some traffic cases on behalf of Anchorage Police Department, and traffic appeals. The most common cases are domestic violence misdemeanors (Assault, Criminal Mischief, Violation of Restraining Orders, etc.) and 1<sup>st</sup> and 2<sup>nd</sup> DUIs. Our office is located in downtown Anchorage, in City Hall.

The office consists of 13-15 attorneys and 15 support staff. We appear in Alaska District Court most days. Although attorneys are separated into two different units, every attorney covers cases in court (arraignments, change of pleas, etc.) from both units. A specially-assigned prosecutor handles motions, appeals, and therapeutic courts. Jury trials typically last 3-4 days.

### **About hiring:**

In furtherance of the Municipality's goal to promote diversity and inclusion within the Municipal workforce and community, **the Municipality seeks to hire candidates who are under-represented in the Anchorage legal community.** The MOA is an EO and AA employer and complies with Title I of the ADA.

Salary range for a Municipal Attorney I is approximately \$57,000 to \$109,000. Offers will depend upon the legal background and experience of the selected candidate.

Applicants must be law school graduates (or 3Ls about to graduate), and either be current members of the Alaska Bar, or eligible to take the next Alaska Bar exam. Selected candidates will have to provide verification of previous employment, education, and any bar admission.

### **How to apply:**

To apply, please submit the following as **PDF** files attached to an email: cover letter (indicating a preference for General Trial or Domestic Violence, if any), resume that includes a complete history of education and professional work experience, and three professional references.

Applications should be sent to Deputy Municipal Prosecutor Monica Elkinton (Acting Municipal Prosecutor as of 10/17/22), at [monica.elkinton@anchorageak.gov](mailto:monica.elkinton@anchorageak.gov).

**Applications are due October 28, 2022**

## **About Anchorage:**

Anchorage is a diverse community in which 110 different languages are spoken by students enrolled in the public schools. Anchorage is a community of transplants. While some residents have grown up here, many chose to make Anchorage their home when they moved to Alaska from the “Lower 48” or from rural indigenous communities.

The climate is moderate for the state, with cool summers (avg summer high 65-75°F) and snowy winters (avg winter high above 25°F). There is no windchill, and many cities in the “Lower 48” are actually colder than Anchorage in the winter.

Anchorage combines the convenience of a major international airport, restaurants, performing arts, and other “big city” amenities with easy access to a world class park and trail system as well as to more remote locales for those in search of further adventure.



10/5/22, MCE