



General Counsel

The U.S. Election Assistance Commission (EAC) is an independent, bipartisan federal agency created by the Help America Vote Act (HAVA) of 2002. The Commission provides national leadership to improve the administration of Federal elections, in accordance with HAVA. EAC's primary responsibilities include establishing voluntary standards for voting equipment; certifying voting equipment and accrediting test laboratories; disbursing and overseeing HAVA funds; developing a uniform registration form for use across the U.S.; developing research-based insights for the improvement of election administration; and issuing best practices for election administration.

We are currently seeking an experienced attorney to head the Office of the General Counsel (OGC). As the General Counsel, the incumbent provides real-time advice to the Commissioners and senior leadership on legal issues affecting EAC activities and operations. The successful candidate will serve as the chief legal advisor working to ensure compliance with HAVA, Federal, state and local laws and regulations that may affect the operations of the EAC. Competitive candidates will have 10 or more years of experience, and comprehensive knowledge of HAVA, National Voter Registration Act (NVRA), pertinent regulations, policies, procedures, precedents, and directives affecting election administration. Additional responsibilities include administrative, managerial, and personnel decisions for a staff of two attorneys and a paralegal specialist.

Qualified applicants should go to www.usajobs.gov (Job # EAC-09-04) for more information. Application materials must be submitted by the deadline: Friday, May 1, 2009. EAC is an equal opportunity employer.