



OFFICE OF INSPECTOR GENERAL

U.S. DEPARTMENT OF THE INTERIOR

Attorney Advisor Vacancy Announcement

General Information: The U.S. Department of the Interior (DOI or the Department) is a large, decentralized agency with employees and volunteers serving in approximately 2,400 operating locations across the United States, Puerto Rico, U.S. territories, and freely associated states. DOI is responsible for 500 million acres of America's public land, or about one-fifth of the land in the United States, and 56 million acres of Indian Trust lands. DOI is also responsible for a variety of water and underwater resources, including hundreds of dams and reservoirs and thousands of oil and gas leases on millions of acres of the outer continental shelf. Approximately 30 percent of the Nation's energy production comes from projects on DOI-managed lands and offshore areas. DOI scientists conduct a wide range of research on biology, geology, and water to provide land and resource managers with critical information for sound decision making. DOI lands also provide outstanding recreational and cultural opportunities to numerous visitors worldwide.

The Office of Inspector General (OIG) is responsible for independently and objectively identifying risks and vulnerabilities that directly impact the Department's ability to accomplish its mission. The OIG accomplishes its mission by conducting audits, evaluations and investigations relating to programs and operations of the Department.

The position is in the Administrative Remedies Division (ARD) of the Office of Investigations. ARD reviews concerns regarding the integrity or history of poor performance of contractors, participants, or financial assistance recipients and makes recommendations to the DOI Suspending and Debarment Official (SDO) for administrative actions. In addition, this unit is responsible for negotiating, recommending, and monitoring compliance and ethics agreements, including the investigation or review of alleged breaches of such agreements.

Attorney-Advisor Position: DOI OIG is seeking an experienced, motivated, and highly skilled debarment counsel (Attorney-Advisor) GS-905-15 to join the OIG's team. The OIG is in the top ten percent for all federal agency subcomponent offices in the best places to work rankings created by Partnership for Public Service. In 2019, we ranked fourth among OIGs in the best places to work rankings.

Debarment counsel:

- Develops and prepares Action Referral Memoranda (ARMs) to the DOI SDO for issuance of notices of suspension and/or proposed debarment. Obtains information in support of such ARMs from independent investigations, the Department of Justice,

DOI's bureaus and offices, as well as other Federal departments and agencies and State, tribal, and local governments.

- Investigates facts in support of allegations of poor performance on DOI projects and makes recommendations to ARD leadership on what course of action to pursue, e.g., initiation of suspension and/or proposed debarment, issuance of a letter of inquiry, entering into an administrative agreement, or closure of an OIG administrative case. Reviews applicable documents, administrative and technical reports, contract, financial assistance, or lease files, and correspondence. Coordinates with appropriate program officials and bureau offices.
- Conducts legal research and prepares memoranda or reports, stating the fact and legal issues that justify recommendations and conclusions.
- Negotiates and prepares recommended administrative agreements with opposing counsel for endorsement by the SDO to ensure that all DOI and related federal interests are addressed and protected. Monitors the companies and individuals under administrative agreements and provides recommendations to the SDO regarding that performance.
- Represents DOI OIG before the SDO during a Presentation of Matters in Opposition proceedings or before Hearing Officers at fact-finding hearings.
- Refers Program Fraud Civil Remedies Act actions to the Office of the Solicitor.
- Provides presentations and training on suspension and debarment to federal, state, local, and non-government stakeholders.

The ideal candidate will have a minimum of 5 years of legal experience after passing the bar exam. Desired experience includes drafting recommendations for suspension and debarment; negotiating the resolution of potential suspension and debarment matters through administrative agreements or other means; drafting memoranda or other written products that analyze evidence related to present responsibility; and working with program officials. The candidate must meet the high ethical and integrity standards of the OIG and embrace the organizational values of objectivity and independence, integrity, and getting results. The candidate must thrive in an environment that values open communication, feedback, and constructive dialogue from all levels in the organization.

To apply, please submit your resume to Director, Administrative Remedies Division, **Stanley Stocker, at oig_debarment@doioig.gov**. Resumes will no longer be accepted after Wednesday, February 24, 2021.