



**JOB ANNOUNCEMENT**  
**Administrator II/ Investigators**  
**Criminal Division**

**Posting Date:** September 6, 2023

**Closing Date:** September 21, 2023

**Job Title:** Investigators (2)

**Position Type:** Contractual Full Time

**Salary:** \$60,801 - \$97,940. The salary range is based on a multitude of factors including applicable personnel rules, regulations, and guidelines.

**Location:** Office of the Attorney General, Criminal Division  
200 St. Paul Place, Baltimore, Maryland 21202

**Telework:** A hybrid remote telework and in-office schedule option is available per applicable policies and procedures

**DESCRIPTION:** The Attorney General is the chief legal officer of the State of Maryland. The Office of the Attorney General (OAG) has the general charge, supervision, and direction of the legal business of the State, acting as legal advisors and representatives of the major agencies, various boards, commissions, officials and institutions of State Government. As Maryland's 47th Attorney General, Anthony G. Brown, leads the Office with a key focus on equity, justice, and fairness.

One of Attorney General Brown's top priorities is public safety. As such, the OAG is expanding its Criminal Division and is looking for talented, hardworking individuals who are interested in being a part of that expansion, as we create an even bigger and better Criminal Division to collaborate with local, State, and federal partners to help combat violence, the opioid epidemic, fraud, corruption, and environmental hazards, and keep Marylanders safe. The Criminal Division is comprised of three units: Environmental and Natural Resources Crimes Unit (ENRCU), Fraud and Corruption Unit (FCU), and Organized Crime Unit (OCU).

The OAG's Criminal Division is now seeking applicants to fill two contractual Investigator positions within the Division. The Investigators will assist with any and all investigations in the Criminal Division, and will work closely with the attorneys and other investigators in the Division. Investigators will help develop investigative plans and will assist and support the Division's prosecutors through all stages of the investigation and prosecution. Investigators will be expected to serve subpoenas, conduct surveillance, draft search warrants, conduct interviews, review evidence, and write reports, among other things. The Investigators will be called upon to assist with all of the Criminal Division's needs, including handling investigations in the ENRCU, FCU, and OCU. The Investigators will also have a large role in the Attorney General's ongoing investigations of child sexual abuse by clergy in Maryland. In that role, the Investigators will be expected to help lead those investigations by conducting numerous interviews, serving subpoenas,

performing extensive record and document reviews, and supporting the Criminal Division prosecutors with any court matters related to the investigation, among other things.

The ENRCU handles investigations and prosecutions of a wide range of environmental and natural resources crimes throughout Maryland, including individual and corporate defendants in situations where deceptive and willful action or inaction caused or could have caused significant environmental harm, the destruction of natural resources, or substantial risk to public health. The FCU handles investigations and prosecutions involving fraud and public corruption in Maryland, including bribery, fraud against the state, state employee misconduct, securities fraud, insurance fraud, tax fraud, theft by deception, crimes of exploitation against vulnerable victims, and other criminal violations relating to the integrity of state government and economic justice in courts across Maryland. The OCU handles complex investigations and prosecutions of criminal gang activities, firearms and narcotics trafficking, human trafficking, prison corruption, violent felonies including serial robberies and home invasions, homicides, and more.

**EXPERIENCE:** The ideal candidate will have at least 5 years of experience leading criminal investigations, with a focus on areas relevant to this position, specifically investigations of child sexual abuse and/or other special victims crimes, organized crime, fraud and corruption, and environmental crimes. The ideal candidate will have had in-depth training in relevant areas, including trauma-informed training and general child sexual abuse or sexual assault investigations training, as well as trainings in the other relevant subject matters. The ideal candidate will have extensive experience conducting interviews of victim-survivors, overseeing complex criminal investigations, and maintaining relationships with victim-survivors as well as external partnering agencies. The candidate should have experience conducting investigations in contemplation of litigation – in other words, at a level of reliability, consistency, thoroughness, and with the necessary documentation that the evidence can withstand scrutiny in court. The ideal candidate will have a passion for investigative work and for helping victim-survivors, and strong abilities to build and maintain relationships with victims, witnesses, and law enforcement. Experience with high-profile or sensitive investigations is essential, along with excellent writing and investigative skills. The candidate should have experience working with electronic evidence and electronic databases systems.

**SUBMISSION:** Interested persons should submit an application and supplemental questionnaire through the Department of Budget and Management, Maryland State Online Employment Center Center <https://www.jobapscloud.com/MD/> by the close of business on September 21, 2023. In addition to online application, electronically submit a cover letter and resume to Katherine Dorian (Chief of the Criminal Division) at [kdorian@oag.state.md.us](mailto:kdorian@oag.state.md.us), by the closing date. Please write “Contractual Investigator” in the subject line of the email. Applicants who are subsequently invited for an interview will also be asked for references.

**EMPLOYMENT BENEFITS:** Contractual employees who work for an agency covered under the State Employee and Retiree Health and Welfare Benefits Program, have a current employment contract and work 30 or more hours a week (or on average 130 hours per month) may be eligible for subsidized health benefits coverage for themselves and their dependents. As a contractual employee, you will be responsible for paying 25% of the premiums for your medical and prescription coverage, including any eligible dependents you have enrolled. The State of Maryland will subsidize the remaining 75% of the cost for these benefits. You can also elect to enroll in dental coverage, accidental death and dismemberment insurance, and life insurance, but will be responsible to pay the full premium for these benefits. Leave may be granted to a contractual employee who has worked 120 days in a 12-month period. This leave accrues at a rate of one hour for every 30 hours worked, not to exceed 40 hours per calendar year.

**EQUAL OPPORTUNITY EMPLOYER:** The OAG is an equal opportunity employer that encourages all interested persons to apply regardless of race, color, religion or belief, ancestry, national origin, age, marital

status, sexual orientation, gender identity and/or expression, disability, pregnancy, family or parental status, veteran status, genetic information, or any protected category prohibited by local, state or federal laws.

**COMMITMENT TO DIVERSITY, EQUITY, INCLUSION, AND BELONGING:** The OAG views equity, diversity, inclusion, and belonging as the pathway to achieving professional excellence and fostering and maintaining a culture where every employee can thrive. We strive to create a community that draws upon the best pool of talent to unify excellence and diversity while fully embracing individuals from varied backgrounds, cultures, races, identities, life experiences, perspectives, beliefs, and values. We honor, respect, and celebrate all differences, both visible and invisible, and are committed to recruiting, retaining, and promoting individuals who have historically been underrepresented in the practice of law and professional careers.