



**Civil Rights Division, U.S. Department of Justice
Full-time and Part-time Non-Reimbursable Detail Opportunities: Strengthening
Enforcement of Title VI of the Civil Rights Act of 1964**

Acting Assistant Attorney Vanita Gupta is pleased to announce a new round of our collaborative detail program designed to allow federal agency civil rights employees (from both civil rights offices and offices of general counsel) to work alongside Civil Rights Division (Division) staff on one or more cross-cutting Title VI coordination projects. The positions are flexible and can be designed to fit a range of projects and staff availability. The Division has had great success in the past with this intensive cross-agency project collaboration – with meaningful and long lasting benefits to both agencies – and would like to see the practice continue to grow and become more formalized.

About the Office: Each detailee will be assigned to work within the Federal Coordination and Compliance Section (FCS) in Washington, D.C. FCS is entrusted with enforcing numerous federal laws, regulations, and executive orders, including Title VI of the Civil Rights Act of 1964. Under Executive Orders 12250 and 13166, FCS coordinates the consistent enforcement of Title VI, and other civil rights laws, among other federal agencies. FCS also leads the Title VI Interagency Working Group and the Interagency Working Group on Limited English Proficiency. Coordination work is complemented by a docket of administrative cases in which FCS investigates, resolves, and in some instances prepares for litigation against Department of Justice recipients pursuant to Title VI and the Safe Streets Act. Recent detailees have assisted in major investigations of courts language access matters, developed policy and technical assistance projects, and helped lead subcommittees of interagency groups designed to tackle emerging issues in Title VI enforcement and technical assistance.

Number of Detail Opportunities: Up to three (3) FTE
Duration: 4-12 months (non-reimbursable)
Hours: 8-40 hours per week

Application Period: Applications are being accepted on a rolling basis until filled.

Responsibilities and Opportunity Offered: Detailees will be selected for a specific project or investigation that is useful to both his or her “home” agency and DOJ; this project will be selected in advance and can be suggested by the applicant. Irrespective of the project assigned, detailees will also have opportunities for on-the-job training, working on teams in FCS conducting case investigations and negotiations, as well as access to the wealth of training opportunities available within the Division. Specific work by non-attorneys on case investigations and negotiations will be performed under the supervision and, in appropriate circumstances, in the presence of a licensed attorney on the staff. Possible project areas include:

- Assignment to a specific complaint investigation, compliance review, or other case-related matter (potentially including statements of interest)
- Interagency regulatory projects, including amending the Title VI Coordination Regulations
- Emerging Title VI issues in environmental justice, transportation equity, municipal services equity, juvenile justice, and child welfare
- Policy efforts to address and prevent discrimination
- Promising practices in enforcement guidance
- Advancing use of technology to assist in outreach and training
- Use of technology to manage investigatory data
- Developing and delivering Title VI training modules
- Creation of an investigations toolbox
- Legal or factual research
- Legislative research and policy position development

Qualifications: Applications are being accepted from attorneys and paraprofessional non-attorney staff already employed with the federal government in a permanent position and serving on an appointment with no time limitation. All applicants must have excellent interpersonal skills, be mature and self sufficient, communicate effectively orally and in writing, and possess excellent professional judgment. Applicants serving as attorneys must possess a J.D. degree, be an active member of the bar in good standing (any jurisdiction), and have a minimum of one (1) year post-J.D. experience.

Presidential Management Fellow Rotational Opportunities: In addition to the Collaborative Detailee program, FCS encourages Presidential Management Fellows to apply for a rotation in our office. For more information, see our [detailee brochure](http://www.justice.gov/crt/about/cor/Detailee_brochure_FCS_2015.pdf) at: http://www.justice.gov/crt/about/cor/Detailee_brochure_FCS_2015.pdf

Travel/Other: The position may involve some travel depending on the project. The Division will pay for any relevant case-related travel costs. Applicants will be subject to the successful review and/or completion of an appropriate security clearance.

Telecommuting: FCS attempts to honor alternative work schedules in place in the applicant's agency, but does require application to the Civil Rights Division's AWS program. Telecommuting options are limited to availability of necessary computer security and other requirements, and the reasonable determination of the FCS supervisor assigned.

Relocation Expenses: Relocation expenses and other travel allowances will not be paid by the Division.

How to Apply: Interested federal employees should submit: (1) a resume; (2) your most recent performance appraisal; and (3) a cover letter describing your specific qualifications, providing the time period you are available to work, and proposing, if preferred, a specific project or projects. Applications must be e-mailed to: fcs.crt@usdoj.gov (Please put the word DETAIL in the subject line and address it to "Detailee Program Coordinator").

Department Policies: The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any non merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice. This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and/or hiring process, please contact the Civil Rights Division's Reasonable Accommodations Manager, Derek Orr on (202) 307-5165. Determinations on requests for reasonable accommodation are made on a case by case basis.

For more information about the FCS, go to www.usdoj.gov/crt/fcs and www.lep.gov
Read our Title VI Four-Year Report at http://www.justice.gov/crt/about/cor/4yr_report.pdf.