Deputy Attorney General

Position Description

The Deputy Attorney General is a member of the Executive Branch under the Office of the Attorney General and assists the Attorney General in all aspects of his/her job. This includes being knowledgeable about SGA Bylaws, Constitution and Election Code, serving as an unbiased student leader during SGA elections and working on initiatives and projects that are relevant to the Department of Justice and UH students.

Responsibilities

- Have knowledge of SGA Bylaws, Constitution and Election Code
- Assist Attorney General with representing SGA in any legal matters brought before the SGA Court of Appeals or the Elections Trial Board
- Act as an impartial party during SGA elections to process violation reports
- Assist Attorney General in investigating election violation reports
- Assist Attorney General with impeachment proceedings when necessary
- Work on student initiatives as assigned by the Attorney General
- Serve on committees relevant to the Department of Justice
- Maintain knowledge of current legal events concerning higher education and any other legal developments that may impact the student body
- Attend Department of Justice meetings as necessary
- Attend monthly Executive Staff Meetings
- Any other duties assigned by Attorney General or President
- Be in town and available from February 17th-March 6th, 2014 for SGA Elections and any proceedings that may result as a consequence of the elections

Qualifications

- Be of good moral character and have a high sense of responsibility
- Exceptional time management and organizational skills
- Effective communication skills, both written and oral
- Ability to develop vast knowledge of the University of Houston
- Interest in policies and programs that affect college students and higher education in general

Requirements

- Minimum of 2.5 Grade Point Average (GPA) Good Academic and Disciplinary Standing
- Student of any classification currently enrolled at UH-Main who will maintain enrollment through Spring 2014.

If interested, please contact the SGA Attorney General at sgadoj@central.uh.edu