

Board of Dental Examiners of Alabama

Board Attorney Posting

*(*closes Oct. 6, 2025)*

Position Summary

The Board Attorney serves as a contracted legal professional to assist the Board of Dental Examiners of Alabama in prosecuting cases concerning alleged violations of the Alabama Dental Practice Act (Ala. Code §34-9) and other applicable statutes. This position is limited to prosecutorial functions. The Board Attorney prepares, presents, and prosecutes disciplinary cases before administrative law judges and the Board, ensuring proceedings are conducted in compliance with the Alabama Administrative Procedure Act and due process requirements.

Primary Responsibilities

- **Case Preparation**
 - Review complaints, investigative files, and evidence to determine sufficiency for prosecution.
 - Draft pleadings, formal charges, motions, subpoenas, and proposed consent orders.
 - Prepare witnesses and expert testimony for hearings.
- **Hearing & Prosecution**
 - Represent the Board in disciplinary proceedings by presenting evidence, examining witnesses, and making legal arguments.
 - Ensure compliance with statutory requirements and evidentiary standards under Alabama law.
 - Advocate for sanctions or remedies consistent with the Dental Practice Act and Board rules.
- **Legal Research & Drafting**
 - Research and apply relevant statutory, regulatory, and case law.
 - Draft proposed orders, settlement agreements, or hearing recommendations for Board consideration.
- **Coordination**
 - Work with the Board Members, Investigators, Executive Director, General Counsel, and other Committees as needed to support disciplinary matters.

- Maintain professional independence by restricting services to prosecution and litigation functions.
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Desired Qualifications

- Juris Doctor (JD) from a school of law.
 - Active license and good standing with the **Alabama State Bar**.
 - Minimum of 3 years' experience in administrative law, prosecution, or professional licensure/disciplinary cases.
 - Demonstrated trial or administrative hearing experience.
 - Knowledge of the Alabama Administrative Procedure Act; familiarity with health law preferred.
 - Strong advocacy, drafting, and oral communication skills.
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Compensation

- **Type:** Hourly contract position, subject to State of Alabama professional service contracting guidelines.
 - **Rate:** Hourly rate not to exceed \$195/hour, unless otherwise approved in writing by the Governor
 - **Caps:** Annual or cumulative limits may apply under state budgetary guidelines or Board policy.
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Appointment Process

- Candidates will be vetted and interviewed by the Board.
- Appointment is made directly by the Board as a contracted service provider.
- This role may be designated as Deputy Attorney General (DAG) status and does not serve as the Board's chief legal advisor.