

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

GORDON J. MACDONALD
ATTORNEY GENERAL



JANE E. YOUNG
DEPUTY ATTORNEY GENERAL

January 19, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

Your Excellency and Members of the Council:

REQUESTED ACTION

That approval be and hereby is given to the Attorney General to appoint Zachary L. Higham, Position #9U634 (Appropriation #02-20-20-200510-2610-013-500132), as an Assistant Attorney General at a salary level of \$65,000, effective upon Governor and Executive Council approval or February 12, 2021, whichever is later, for a term ending on July 1, 2024.

EXPLANATION

Mr. Higham is a resident of Allentown and a member of the New Hampshire Bar. He graduated from the Pennsylvania State Law School in May 2019. Mr. Higham was a paralegal and social media coordinator at Normand|Higham, P.A. from September 2015 through August 2017. While in law school, he was a teaching assistant for a course entitled "Introduction to the U.S. Legal System and Legal English" taught in Ulaanbaatar, Mongolia during the summer of 2017. He was a research assistant to Professor Anne T. McKenna from June 2017 through August 2018. In addition to his legal studies and law school activities, he was a legal intern at New Hampshire Legal Assistance from May 2018 through August 2018. Mr. Higham joined the New Hampshire Department of Justice in December 2019 and has been working in the Criminal Justice Bureau, Appeals Unit. I plan to continue his current assignment. His salary will increase \$3,000 from \$62,000 to \$65,000. A copy of his resume is attached.

RSA 94:1-a(I)(c)(3) provides that designation of positions, salary levels, and salary increases for attorneys at the Department of Justice shall be determined by the Attorney General, subject to approval of the Governor and Council, within appropriations made to the Department of Justice.

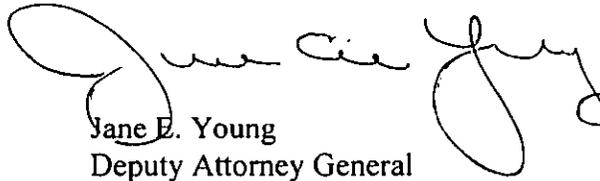
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I am very pleased to offer Mr. Higham's appointment as an Assistant Attorney General at the above-referenced salary for your approval and respectfully urge your favorable consideration. Thank you.

Respectfully submitted,



Jane E. Young
Deputy Attorney General

#3019062

Zachary Higham

EDUCATION

The Pennsylvania State University, Penn State Law, University Park, PA

Juris Doctor, May 2019 (GPA: 3.43)

Honors: Full-tuition merit scholarship
2018 Public Interest Law Fellow

Activities: Mock Trial – 1st place
Philip Jessup International Law Moot Court Competition – Competitor (2017-18), Coach (2018-19)
Penn State Global Legal Hackathon – 1st place

Bar Admission: New Hampshire (2019); United States District Court for the District of New Hampshire (2019)

The University of Edinburgh, Edinburgh, UK

Master of Arts (Hons.), Archaeology, May 2015

Honors: Second Class, Division One (2:1)

Activities: President, Archaeology Society
Editor, *InSitu Magazine*

EXPERIENCE

NH Department of Justice, Concord, NH

Attorney, December 2019 – present

- Brief and argue appellate cases on behalf of the State before the New Hampshire Supreme Court.

Professor Anne T. McKenna, State College, PA

Research Assistant, June 2017 – August 2018

- Conducted research on current issues in internet privacy and cybersecurity law.
- Drafted and edited updates to chapters of *Wiretapping and Eavesdropping: Surveillance in the Digital Age*.
- Contributed to the development of a course on cybersecurity and data privacy in conjunction with the National Security Agency.

New Hampshire Legal Assistance, Portsmouth, NH

Legal Intern, May 2018 – August 2018

- Represented clients before New Hampshire courts on issues of housing, juvenile law, and domestic violence.
- Conducted client interviews and meetings.
- Performed legal research, memo and brief writing.
- Initiated federal impact class litigation and advocacy for low-income families.

Introduction to the US Legal System and Legal English, Ulaanbaatar, Mongolia

Teaching Assistant, June 2017 – July 2017

- Coordinated with a team of law students and advisors to develop a curriculum.
- Taught introductory lessons on US constitutional, tort, and contract law.
- Led group discussions to help students improve English legal conversational speaking.

Normand|Higham, P.A., Manchester, NH

Paralegal and Social Media Coordinator, September 2015 – August 2017

- Conducted legal research for civil and criminal cases.
- Produced memoranda to summarize and interpret research findings.
- Conducted title searches and other property research.
- Maintained the company social media accounts including Facebook, Twitter, nhattorney.com, and LinkedIn.
- Produced articles for press releases and mass mailings.

The Red Squirrel, Edinburgh, UK

Bartender, September 2014 – September 2015

- Worked with a team of servers and managers to serve customers and provide recommendations for food, drink, and nearby attractions.
- Performed opening and closing functions such as stocking and cleaning the bar and restaurant.

Normand & Associates, P.A., Manchester, NH

Filing Clerk, June 2010 – December 2014

- Closed client files and maintained records of files and estate planning documents.