



**Michael Watson**  
SECRETARY OF STATE

**Secretary of State's Office  
Securities Division  
Staff Attorney**

The Securities Division is responsible for administering and enforcing the Mississippi Securities Act. The staff attorney will be responsible for (including but not limited to):

- Representing agency in investigations
  - Interview witnesses and conduct on-the-record interviews
  - Assist with drafting of document production requests to registrants
  - Execute subpoenas for document requests for non-registrants
  - Coordinate review of files to determine issues and develop strategies for bringing violators into compliance and proceeding administratively when necessary
  - Assist investigators with legal matters as needed
- Administrative actions and settlements
  - Determine issues and develop strategy for bringing violators into compliance and for proceeding administratively when necessary
  - Prepare and obtain affidavits and interview witnesses
  - Draft pleadings, orders, and memoranda
  - Conduct research as necessary
- Official opinions and no action letters
  - Evaluate request
  - Conduct research as necessary
  - Draft responses
- Monitoring federal securities laws and rules and regulations
- Speaking at investor education events and on Mississippi securities laws
- Serving as resource for staff and public regarding registration and licensing evaluations
- Special projects as assigned