

Deputy County Counsel III

THE POSITION

County Counsel is recruiting a Deputy County Counsel III to join its office. The ideal candidate will have experience providing legal services in a public sector organization and will have significant litigation experience.

THE DEPARTMENT

The Office partners with the County Administrator's Office and County departments to find creative legal solutions to implement Board policies and assists the County in fulfilling its mission. The management team includes the County Counsel, the Assistant County Counsel, and a Chief Deputy County Counsel. The Main Office is staffed by fourteen attorneys and six support staff with an operating budget of \$4.3 million for the 2016/2017 fiscal year. It also has four attorneys housed at the County Human Services Agency staffing its Child Protective Services positions. The public purpose of this Office is to promote government operations which are legal, ethical and respect client confidentiality. The Office also provides legal advice to County departments and agencies, County officials, County special districts, and commissions and represents them in matters of County-related litigation.

Key Responsibilities include:

Advising and advocating on behalf of County departments and agencies as well as County boards and commissions through oral or written opinions and drafting legal documents and ordinances; studying, interpreting and applying constitutions, statutes, ordinances, court decisions and legal opinions in connection with legal advice, lawsuits and administrative proceedings; representing the County in litigation and administrative proceedings; attending public agency meetings to provide legal advice, opinions, and legal options on a variety of issues.

The ideal candidate will have:

Civil litigation experience in State and/or federal courts, experience advising a state, county or local government agency; a high level of integrity and strong sense of ethics; strong analytical skills, sound judgment, and a positive attitude; excellent written and verbal communication skills; strong Interpersonal skills and the ability to easily relate and adjust to a variety of situations and personalities.



Human Resources
44 N. San Joaquin Street
Third Floor, Suite 330
Stockton CA 95202
Phone: 209-468-3370



Recruitment Announcement
1016-RL2053-01

SAN JOAQUIN COUNTY

A land of beauty, recreation and natural riches - from the waters of the Delta to the vines of the wine, San Joaquin County has it all. San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun. Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy California beauty and nature, or music, arts and culture. San Joaquin County has what you're looking for.

as well as the ARTS, CULTURE, AND RECREATION



The arts and culture provide a much-needed respite from everyday worries and the Haggin Museum, San Joaquin County Historical Museum, and Stockton Children's Museum are popular spots.

The Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage.

Over 75 languages are spoken within the region and there is richness in the blending of cultures and ways that creates an air of celebration about individual customs, foods and cultures.

San Joaquin County government provides nine community parks for boating, camping, and picnicking, swimming and organized sports. Annual family events include the Asparagus Festival, attended by thousands of fun-seekers from the county and beyond, held in downtown Stockton.

Individual cities and communities provide a host of other opportunities, from Lodi Lake Park and Nature Area to the Woodbridge Ecological Reserve. The county-owned and operated Micke Grove Park offers a zoo, rides and an historical museum to delight both children and adults. The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Harbor to north of Sacramento and offering access to the San Francisco Bay.

AGRICULTURE

The county is one of the most agriculturally rich regions in California and is the number one producer, statewide, of asparagus. Twenty-four thousand acres of county farmland are dedicated to production of this crop. In recent years, the leading crop in the county has been wine grapes, and wineries and vineyards have sprung up from Stockton to Lodi.



EDUCATION

From preschool to higher education, the county has it covered with an abundant array of opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus - Stockton Center, Humphreys College and School of Law, National University and the San Joaquin Delta Community College offer a wide variety of choices for educational opportunities. The county's 17 school districts provide families with a wide choice for children's educational development.

Housing homes and apartments are plentiful and the median home price in Stockton is still affordable when compared to other nearby areas.

Affordable, comfortable housing is available in most sections of the county and new homes abound in both the south and north area, with historic homes found mostly in central Stockton and downtown Lodi.

San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities, cultural, recreational, and educational that the area provides.



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MAJOR RESPONSIBILITIES

- ◆ Renders legal advice to offices of San Joaquin County agencies, departments and special districts regarding a variety of civil matters.
- ◆ Researches and analyzes existing laws and regulations, court decisions, pending legislation and a variety of other legal material.
- ◆ Prepares and reviews contracts, briefs, memoranda, opinions, resolutions and pleadings; drafts legislation for special projects.
- ◆ Appears in court and before administrative bodies; examines and cross-examines witnesses; presents oral arguments.
- ◆ Attends public agency meetings as legal representative; explains legal requirements and restrictions to agency members.
- ◆ Confers with other attorneys and other agencies regarding legal matters.

MINIMUM QUALIFICATIONS

Membership in the California State Bar

Experience: Two years experience in the practice of civil law.

RECRUITMENT INCENTIVES**

- ◆ Reimbursement of qualifying moving expenses up to \$2,000
- ◆ Vacation accrual rate consistent with candidate's total years of Public Service
- ◆ Sick leave credit up to 160 hours of unreimbursed sick leave from prior employer

**Recruitment Incentives may be available. Incentives must first be approved by the San Joaquin County Administrator.

COMPENSATION PACKAGE

Annual Salary: \$105,539-\$128,274

In addition to the base salary, the County offers an excellent benefit plan which includes a county contribution to health, dental and vision insurance plans. Other benefits offered by the County include:

- ◆ 10% Confidential Unit Supplemental Pay
- ◆ 1% employer contribution to the County's 457 Deferred Compensation Plan
- ◆ Vacation cash-out up to 8 days annually
- ◆ 1937 Act retirement plan with reciprocity with CalPERS
- ◆ 10 days of vacation leave a year (15 days after 3 years, 20 days after 10 years, 23 days after 20 years)
- ◆ 12 days of sick leave annually with unlimited accumulation
- ◆ 14 paid holidays per year
- ◆ 125 Flex Benefits Plan
- ◆ Life Insurance

This civil service position is exempt from FLSA and is unrepresented and does not contribute to State Disability.

Cafeteria Unit Retention: Existing County employees who currently receive a cafeteria plan allowance and subsequently transfer, demote or promote from or into the confidential unit shall have the option to either retain their existing cafeteria plan contribution amount or have a one-time option at time of hire of opting for the confidential unit pay in lieu of retaining their cafeteria allowance.

APPLICATION AND SELECTION

Apply online today at www.sjgov.org/hr or submit your application, supplemental application and resume to:

Final Filing Date: November 23, 2016

San Joaquin County Human Resources

Attn: Jennifer Goodman

44 N. San Joaquin Street, Suite 330

Stockton, CA 95202

Tel: 209.468.3370 Fax: 209.468.0508

All applications will be reviewed with qualified candidates being invited to participate in an oral examination interview. Top scoring candidates will be referred to the County Counsel for a selection interview. Final appointment will be conditional upon passing a DOJ Live Scan.

Recruitment Announcement: 1016-RL2053-01



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SUPPLEMENTAL QUESTIONS

Please submit responses to the following questions along with your employment application to the San Joaquin County Human Resources Division. Please number your responses and address each question separately and limit one page per question. When answering the questions below related to your experience, please provide a detailed description that includes **the name of your employer, your dates of employment, and your job title.**

1. Describe your experience in the practice of Civil Law. Please indicate the area of civil matter you primarily handled.
2. Describe your experience in preparing briefs, memoranda, opinions and pleadings in civil litigation matters. Please attach a sample of your writing.
3. Describe your experience in legal research and analysis of laws. Include details about your role and the scope of your responsibilities.
4. Please list your California state bar license number.