



Student Legal Assistant

COUNTY COUNSEL

Unclassified/Temporary - Extra Help: \$19.12/hour; Maximum 28 hours/week
Recruitment # 2017-14106-01

The Placer County Counsel's office, located in Auburn, has an opportunity for a motivated individual who is a current or recently graduated law school student. The County Counsel's Office is a department of the County of Placer. It consists of 24 employees, including 15 attorneys, and is led by the County Counsel, who is a direct appointment of the Board of Supervisors.

The County Counsel's Office provides legal advice and support to:

- The Board of Supervisors
- The County Executive Office
- County elected Officials
- County appointed Officials
- County departments, offices, boards, and commissions
- Some independent districts

The County Counsel's Office also provides legal representation and advocacy in civil litigation, child protective services and administrative hearings involving the County and its officers and employees.

The minimum qualifications for the Student Legal Assistant

Experience: None Required

Training: Minimum one year of law school. Enrollment in or recent graduate (up to 1 year after graduation) of an accredited college or university.

License or Certificate: May need to possess a valid driver's license as required by the position. Proof of adequate vehicle insurance and medical clearance may also be required.

Apply online by 5:00pm on Friday, 5/12/17 at www.jobsatplacercounty.com.

Recruitment# 2017-14106-01. Assignment anticipated to start first week of July 2017 and end mid August 2017.

Note: Employment in this class is restricted to students enrolled or recently graduated in a college curriculum in a field appropriate to assigned duties. Employment in this class is temporary in nature and is designed to offer the student a practical learning experience. No full-time permanent appointments will be made in this class. Prior to appointment, individuals may be subject to a background check.

