



The League of California Cities invites your interest for the position of:

General Counsel

January 2023

Cal Cities Culture and Mission

Cal Cities is dedicated to creating a collaborative and inclusive environment where passionate professionals can thrive. We're looking for candidates who are focused, driven, and above all else, seeking deeper meaning in their work. Reflecting the diversity of California, each of Cal Cities' employees is a vital partner in the organization's mission and success. If you also have a passion for public service, local government, and working with dynamic, talented teammates, this is where you belong!

Headquartered in downtown Sacramento, since 1898 the League of California Cities has been an active partner in local government, providing advocacy, educational and informational services to cities. Cal Cities' mission is to enhance the quality of life for all Californians by protecting and expanding local control for cities through education and advocacy. Cal Cities has approximately seventy-five staff supporting its operations.

Legal Department

Essential to the Cal Cities strategic mission to be recognized and respected as the leading advocate for the common interests of California cities, the four-member team of the Cal Cities legal department engages in a wide-variety of traditional and non-traditional legal activities. Traditional activities range from providing in-house advice to coordinating amicus filings; non-traditional activities include providing staffing services for the Cal Cities City Attorneys' Department, which includes developing educational materials and programming.

Position Summary

The General Counsel serves as the Chief Legal Advisor for the League of California Cities ("Cal Cities") and reports directly to the Cal Cities Executive Director/CEO. This role manages the provision of legal services to maximize legal compliance and mitigate risk, and oversees the Legal Advocacy Program, through which Cal Cities advocates on behalf of California cities in the courts.

Duties include, but are not limited to:

- Provides expert and strategic legal advice to Cal Cities and makes recommendations on a wide variety of complex legal, legislative, and regulatory matters.
- Fulfills a key leadership role at Cal Cities and serves as a trusted thought partner and advisor on the senior management team.
- Represents the organization as a member of the senior management team in both internal and external meetings.
- Directs the operations of the legal department and produces legal work product for both internal and external audiences.

Employment opportunities are located at: <https://www.calcities.org/join-our-team>

Reflecting the diversity of California, the League of California Cities is an equal opportunity employer.

- Oversees all aspects of the Board-adopted Legal Advocacy Program and keeps the Board and other internal and external audiences apprised of legal advocacy and case results.
- Oversees the staffing of the City Attorney's Department and its work product, which includes its committees, educational events, and publications.

Qualifications and Experience

Juris Doctorate (JD) degree from an accredited law school. Active member, in good standing, of the State Bar of California. Seven (7) or more years of progressive legal experience.

Work Schedule and Travel

Cal Cities' normal workweek is Monday through Friday, 8:30 a.m. to 5:00 p.m. Travels as needed to locations throughout California in the performance of duties.

Compensation and Benefits

Salary: Commensurate with qualifications and experience. Salary range \$168,652 - \$278,276. The hiring salary range for a qualified applicant will most likely fall between \$175,000 - \$200,000.

Retirement: California Public Employees Retirement System (CalPERS) 2% at 60 for classic CalPERS members; 2% at 62 for new CalPERS members.

Deferred Compensation: Employees may defer compensation through Cal Cities' Mission Square 457 defined contribution plan.

Health/Dental/Vision Insurance: Employees participate in an optional benefit program that includes dental insurance, vision insurance and medical coverage selected from three HMO and two PPO plans.

Life Insurance: Employer-paid life insurance coverage for employees. Supplemental employee-paid coverage is available.

Other Benefits: Under employer's optional benefit program, employees may use a portion of their salaries on a pre-tax basis to cover childcare and/or certain health care expenses.

Vacation: Two weeks annually; three weeks after five years of service.

Management Time Off (MTO): Management employees accrue four days per year.

Holidays: Employees receive twelve paid holidays annually.

Sick Leave: Employees earn twelve days annually.

Recruitment/Decision Schedule

Recruitment for the General Counsel will be ongoing until the position is filled. The goal is to complete the recruitment process at the earliest opportunity and welcome the new team member on board as soon as possible.