

SUPERIOR COURT OF CALIFORNIA

COUNTY OF LOS ANGELES

ANNOUNCING AN EXCEPTIONAL EMPLOYMENT
OPPORTUNITY

IN-HOUSE LEGAL COUNSEL

(Court Counsel)

Los Angeles Superior Court seeks an experienced attorney to join its in-house team of lawyers and address the complex and diverse legal issues the Court encounters.



APPLICATION REVIEW:

The Court will give priority consideration to applicants who submit their completed application materials by Friday, July 7, 2017.

About Opportunity



The institutional complexity of the Court raises a wide array of difficult legal issues as to which Court Counsel advise, counsel, and support the Court's judicial and executive leaders. Court Counsel provide a broad range of legal services, which include representing the Court in hearings, court proceedings, appellate proceedings, and negotiations; responding to appellate orders; quashing subpoenas; obtaining emergency injunctive relief; and handling time-sensitive matters, such as judicial disqualifications, ethics questions and issues affecting court operations. Incumbents provide advice on significant legal issues for which there may be no legal precedent; issue legal opinions, draft pleadings and other legal documents, review proposed legislation, rules and policies; assist in the investigation of complaints and oversee litigation filed against the Court. Each member of the team brings a different background of litigation and legal experience, and is given substantial discretion to evaluate legal issues and provide solutions.

About the Los Angeles Superior Court



With more than 580 judicial officers and over 4,600 full-time employees, the Los Angeles Superior Court (Court) is the largest consolidated trial court in the United States. Its 38 courthouses serve the more than 10 million residents of Los Angeles County.

The Los Angeles Superior Court is dedicated to serving our community by providing equal justice through the fair, timely, and efficient resolution of all cases.





Areas of responsibility may include:

- Provides legal advice to judicial and executive leadership, judicial officers and managers on a wide range of legal issues; directs or conducts research and writes or reviews analyses regarding duties, powers and obligations of the Court.
- Reviews, analyzes, and responds to public requests for administrative court records.
- Reviews orders from the Court of Appeal and responds as necessary to requests for briefing; represents the Court in writ proceedings.
- Advises judicial officers as to protective legal measures to pursue in response to judicial security concerns.
- Researches and analyzes legal issues and recommends course of action; drafts and issues legal opinions; drafts and reviews contracts, memoranda of understanding, and other legal documents; approves contracts and settlement agreements as to form and legality.
- Assists the Presiding Judge and the Executive Officer/Clerk with planning, development, communication and implementation of the Court's orders, rules, and policies.
- Coordinates legal representation through the Judicial Council and oversees litigation against the Court, including all phases of pretrial, trial and appellate work.
- Develops or advises on the development of legal strategy. Prepares or directs the preparation of pleadings, motions and arguments; performs or directs the conduct of discovery.
- Represents, or directs representation of, the Court in settlement negotiations or in court proceedings, and monitors litigation in which the Court has interest.
- Reviews claims filed against the Court, recommends action or resolution, and coordinates the resolution of risk management issues with Judicial Council staff.
- Monitors and prepares comments on proposed federal and state legislation, regulations and rule changes.
- Recommends changes in policies and practices to comply with legal requirements.
- Assists in investigating and responding to complaints against judicial officers and staff.
- Provides legal guidance and support to judicial officers on a wide range of matters requiring immediate action in the courtroom, including sanctions and contempt, vexatious or difficult litigants, accommodations for persons with disabilities, conflicts of interest and other ethics issues, media access rules, compliance with General Orders and rules of the Court, and assists judicial officers with other issues.



Qualifications:

Candidates must:

- Have graduated from a law school accredited by the American Bar Association;
- Be a member in good standing of the State Bar of California; and
- Possess eight (8) years of progressively responsible experience in the practice of law in California.

The ideal candidate will:

- Have substantial litigation experience;
- Be committed to meeting clients' needs promptly and effectively;
- Be adaptable and manage competing priorities successfully;
- Demonstrate the ability to engage in disciplined, thoughtful and creative legal analysis;
- Write well and in a manner that reflects clarity of analysis;
- Maintain equanimity when faced with difficult and stressful persons and/or situations; and
- Interact respectfully with others in the workplace.



Application Procedure:

To apply for this position, please visit our website at

<https://www.governmentjobs.com/careers/lasc>

complete an online job application, and submit:

- A cover letter detailing how your training and experience satisfies the qualifications for Court Counselor;
- A resume; and
- Writing sample(s) up to a combined total of twenty pages.

The Court will give priority consideration to applicants who submit their application materials by Friday, July 7, 2017.

For additional information, please contact Max Penate by telephone at (213) 633-0347 or via email at MPenate@LACourt.org.

Benefits:

The Court offers an outstanding array of benefits including:

- A cafeteria plan with a monthly benefit allowance with which employees can purchase a variety of pre-tax and after-tax benefits, including:
 - Medical coverage, Dental coverage, Accidental Death and Dismemberment (AD&D) Insurance, Optional Group Variable Universal Life (GVUL) Insurance, Optional Dependent Term Life Insurance, Short-term Disability Insurance, Long-term Disability Insurance, LTD Health Insurance, Elective Annual Leave, Health Care Spending Account, and Dependent Care Spending Account.
- 457(b) Deferred Compensation and Thrift Plan;
- 401(k) Defined Contribution Savings Plan;
- Defined Benefit Retirement Plan. The Court contracts with the Los Angeles County Employees Retirement Association (LACERA) for pension benefits.
- 10 days of non-elective annual leave;
- Thirteen paid holidays; and
- Employee Assistance Program

Salary Range:

This is an at-will position with a salary range of \$12,470.14 - \$18,874.56 per month.

Placement expected near the mid-point.

