

Southwest Licking Community Water & Sewer District



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JOB POSTING – Chief Legal Counsel

Posted: November 23, 2022

The Southwest Licking Community Water and Sewer District has an opening for the following position:

Job Title: Chief Legal Counsel

Salary Range: \$90,000-\$140,000 DOQ and experience. Final salary to be negotiated upon offer of employment.

Essential Job Functions:

- Provide legal advice and consultation to the District and/or District Staff.
- Research general issues (ie., interpretation and application of laws, rules, court decisions/orders and procedures affecting the daily operations of the District.
- Represent the District's interests in court and hearings whenever so requested.
- Negotiate and draft agreements.
- Oversee and evaluate the legal work provided by outside counsel.
- Ability to give presentations to public officials, offices, and boards.
- Additional duties and support as required by the Board and/or the General Manager

Minimum Qualifications:

- Must have a Juris Doctor and have been admitted to the Ohio Bar pursuant to Section 4705.01 of the Ohio Revised Code
- At least 5 years' experience in a practice area that includes constitutional, administrative, or public sector law is preferred, but not required.

Competencies:

- Have knowledge in legal research methods and legal writing
- Must have ability to understand, interpret, and apply laws, rules, and procedures applicable to operations of the District
- Shall be able to deal with large number of variables and determine specific course of action.
- Organize and interpret an extensive variety of legal material in books, journals, or legal documents.
- Communicate verbally and in writing regarding legal issues.
- Handle sensitive contacts with government officials, adverse parties, and/or the general public.

- Experience with economic development incentives, e.g. tax increment financing, joint economic development districts, new community authorities is preferred.
- Knowledge of local governments and/or public or private utilities is preferred.

To Apply: Please submit your resume and cover letter detailing your credentials, experience, and references:

Mail: Southwest Licking Community Water and Sewer District
c/o: J Carrelli, Office Manager
P.O. Box 215
Etna, OH 43018

Email: jcarrelli@swlcws.com

All resumes submitted will be reviewed and considered for qualifications. The job will be posted until the position has been filled. The Southwest Licking Community Water and Sewer District reserves the right to determine if an applicant meets the essential qualifications of the open position.

The SWLCWS District is an equal opportunity employer.