



DENNIS J. HERRERA
City Attorney

DEPUTY CITY ATTORNEY – GOVERNMENT TEAM

The San Francisco City Attorney's Office is an innovative, nationally-recognized municipal law office working to protect and advance the rights and interests of San Francisco residents. With over 180 talented, dedicated, and diverse attorneys and strong, committed support staff, the Office provides the highest quality legal services to all components of City government.

The City Attorney's Office is an equal opportunity employer committed to creating a positive, respectful, diverse, and inclusive work environment. The Office welcomes and encourages qualified applicants of all backgrounds.

Position: The Office's Government Team seeks a qualified and highly-motivated California-licensed attorney for a full-time position as a Deputy City Attorney.

About the Government Team: The Government Team provides legal advice and serves as general counsel to San Francisco's Mayor, City Administrator, Board of Supervisors, and a large array of other City officials and agencies. This long list includes City agencies that protect public safety, such as the Police Department, Fire Department, and Department of Emergency Management; those that promote equality and human dignity, such as the Human Rights Commission, Immigrant Rights Commission, and Office of Labor Standards Enforcement; those that enhance the quality of life in the City, such as the Recreation and Park Department, Department of the Environment, Arts Commission, and Public Library; those that promote good government and accountability, such as the Controller, Civil Service Commission, and Department of Police Accountability; and those that ensure careful review of agency decisions directly affecting the interests of citizens, such as the Board of Appeals and the Assessment Appeals Board.

The Government Team advises City clients and the Office as a whole on a wide range of legal issues arising under City ordinances, the San Francisco Charter, state law, and federal law, including issues of municipal powers, government transparency, preemption, and constitutional questions. The Government Team has been centrally involved in the City's response to the COVID-19 pandemic, drafting Mayoral proclamations and emergency ordinances, and advising on a wide range of legal issues related to the pandemic.

The Government Team generally does not handle litigation, although attorneys on the Team frequently provide input or support regarding litigation handled by others in the Office, including lawsuits challenging City laws or the actions of City agencies.

Responsibilities: An attorney on the Government Team typically serves in an advisory role as general counsel to a mix of City officials and agencies. In that capacity, the attorney performs many functions – providing interpretations and advice, both orally and in writing, formally and informally, on a broad range of legal issues. The attorney's role could include interpreting the requirements of a City ordinance or advising on the legal risks of a particular government action; drafting ordinances, ballot measures, and administrative regulations; reviewing contracts for legal sufficiency; and providing legal advice to commissioners before and during commission meetings. The attorney functions as the Office's expert on laws administered by the City officials and agencies that the attorney advises. The attorney also may develop expertise in areas of law that transcend issues particular to the attorney's client agencies and are relevant to many or all components of City government.

Desired Qualifications:

- Excellent oral and written communication skills
- Excellent legal analytical skills; strong academic foundation in the law
- Ability to assume responsibility for assignments and to work independently and efficiently
- Ability to work collaboratively with colleagues and clients
- Ability to manage and appropriately balance multiple assignments, meet deadlines, and adjust to fluctuations in workload
- Strong interpersonal skills and a positive attitude
- An interest in and commitment to public service
- Experience is preferred, especially in an advice capacity as a government lawyer; but lack of experience, or of that type of experience, would not preclude our considering and hiring an outstanding candidate

Other Information: Attorneys are represented by the Municipal Attorneys Association. Information about compensation and benefits can be found here: [8177 Attorney - Classification & Compensation](#)

Application: If you are interested in this position, please submit your resume and cover letter to careeropportunities@sfcityatty.org and specify that you are applying for the Government Team position. Your cover letter should highlight why you consider yourself a good fit for the position. Applicants who advance in the selection process must submit one or more writing samples and three references.