



DAVID CHIU  
City Attorney

## **DEPUTY CITY ATTORNEY – COMPLEX AND AFFIRMATIVE LITIGATION TEAM**

The San Francisco City Attorney's Office is looking for a qualified and motivated attorney to join its Complex and Affirmative Litigation Team.

### **About the Office**

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 the City and County of San Francisco and its residents. With just over 300 talented, dedicated, and diverse attorneys and support staff, the Office provides exceptional legal services to the City's Mayor, Board of Supervisors, officials, and departments. Our work empowers City leaders with effective, responsive and creative legal solutions and representation so they can deliver critical public services and our affirmative advocacy enhances the lives and wellbeing of San Francisco's residents and visitors.

The Office recognizes that diversity in the backgrounds, ideas and lived experiences of our employees enriches our workplace and enhances our work. We aspire to recruit, employ, retain and promote capable individuals representing the full spectrum of our community, and welcome all candidates, including candidates of any race, religion, national origin, gender, gender identity or expression, sexual orientation, age and candidates with disabilities. We have a clear vision: to be the place where a diverse mix of talented people want to come and stay, and where employees feel welcomed, engaged and valued for their work and contributions to the Office and the City.

To learn more about the City Attorney's Office please visit: <https://www.sfcityattorney.org/>

To learn more about the Office's efforts to provide a welcoming, diverse, equitable and inclusive workplace please [click here](#).

### **About the Complex and Affirmative Litigation Team**

The Complex and Affirmative Litigation Team is a collaborative, nimble, and dynamic group of attorneys, paralegals, and legal secretaries. The Team handles both affirmative and defensive matters, in state and federal court, in trial and on appeal. The Team's docket is extraordinarily broad, and generally involves at least one or more of the following: novel legal issues, constitutional concerns, statewide and/or nationwide remedies and public policy reforms, or a large volume of litigants, witnesses, and/or evidence. In addition to representing the City and County of San Francisco, the Complex and Affirmative Litigation Team pursues affirmative litigation as determined by the City Attorney on behalf of the People of the State of California to remedy unlawful, fraudulent, and unfair business practices throughout the state and public nuisances. The Complex and Affirmative Litigation Team also participates in the San Francisco

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Affirmative Litigation Project, a partnership between the City Attorney's Office and Yale Law School, which pairs Yale law students with lawyers across the Office who are developing and/or litigating complex affirmative litigation matters.

### **Deputy City Attorney Position and Responsibilities**

Attorneys on the Complex and Affirmative Litigation Team handle both affirmative and defensive matters, including tax matters and complex contract disputes. The vast majority of matters require Team members to work collaboratively with other lawyers and staff across the Office. Deputy City Attorneys on the Team manage all aspects of their cases, including case development and assessment, litigation strategy, discovery and document review, motion practice, settlement evaluation and negotiation, trial and appeal.

### **Minimum Qualifications**

- Licensed to practice law in California.

### **Desired Qualifications**

- Ability to assume responsibility quickly, work both collaboratively and independently, and think deeply and thoroughly about novel substantive and procedural legal issues;
- Ability to work effectively and efficiently within often ambitious internal deadlines, and adjust to last minute assignments and workload increases with agility and adaptability;
- Excellent written and oral communication and advocacy skills;
- Ability to identify, investigate, and litigate large affirmative cases as well as vigorously defend complex defensive matters in both state and federal courts;
- Ability to work effectively and collaboratively with paralegals, legal assistants, and support staff;
- Experience with e-discovery;
- An interest, comfort, and good working knowledge of sophisticated document review tools;
- Ability to exercise excellent judgment, multi-task, and be curious;
- Excellent interpersonal skills and a positive attitude;
- Interest and ability to work successfully as part of a team; and
- Five or more years of civil litigation experience, including trial experience.

### **Salary and Benefits**

The Deputy City Attorney position has a 16-step salary scale ranging from \$131,114 - \$229,736. The successful applicant is appointed to a salary step based on years of experience as a lawyer. The City offers robust health, retirement and other benefits. For more information please visit: <https://sfdhr.org/benefits-overview>. Attorneys are represented by the Municipal Attorneys Association. Information about compensation and benefits can be found here: [8177 Attorney - Classification & Compensation](#)

### **COVID-19 Vaccination Required as a Condition of Employment**

The City and the Office are committed to the health and safety of our employees. Under the City's Vaccination Policy, all City and County of San Francisco employees are required to be vaccinated against COVID-19 as a condition of employment.

**Application**

To apply for this position, please submit your resume and cover letter to [careeropportunities@sfcityatty.org](mailto:careeropportunities@sfcityatty.org) and specify that you are applying for the Complex and Affirmative Litigation Team position. Applicants who advance in the selection process must submit three references and a writing sample.