



DENNIS J. HERRERA  
City Attorney

## **DEPUTY CITY ATTORNEY – TRANSPORTATION TEAM**

The San Francisco City Attorney's Office is looking for a qualified and motivated attorney to join its Transportation 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 San Francisco and its residents. With just over 300 talented, dedicated, and diverse attorneys and support staff, the Office provides the highest quality 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 for the betterment of the San Francisco community.

The Office recognizes that diversity in the backgrounds, ideas and 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, and age, as well as 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 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 Transportation Team**

The Transportation Team is a collaborative and dynamic group of seven attorneys, one legal assistant, and two legal secretaries. The Team serves as General Counsel to the San Francisco Municipal Transportation Agency (SFMTA). The SFMTA is a department of the City and County of San Francisco responsible for managing all ground transportation in the City. With an annual operating budget of over \$1 billion and almost 6,000 employees, the SFMTA has oversight over the Municipal Railway (Muni), the City's public transit system, as well as bicycling, paratransit, parking, traffic, walking, and taxis. The Team also advises other City departments, including the Mayor's Office and Board of Supervisors, on transportation-related issues. The Team works closely with other teams in the Office, including the Labor, Government, Land Use, Contracts/Construction, and Trial Teams.

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

Attorneys on the Transportation Team are assigned a variety of advice matters, legislative drafting, and contracting. On the advice side, we advise the SFMTA and its Board of Directors on compliance with state and local public records and meeting requirements; state and local regulatory requirements and proceedings including in front of the California Public Utilities Commission; intergovernmental cooperation agreements; fees, fares and fines; the City's budget process; permitting and enforcing permit conditions; data privacy; and intellectual property. Attorneys on our Team also draft and analyze local, state and federal legislation on a broad array of transportation issues. And, attorneys handle a range of transactional issues, including federal, state, and local contracting for professional services, technology acquisition, transit vehicle purchases, public works, and materials procurement; US Department of Transportation and state grant requirements; and general real estate matters related to the SFMTA's facilities including transit facilities and garages.

In addition to the range of work described above, the ideal candidate would have experience in one or more of the following areas:

- **Federal, State and local legislation:** Drafting, analyzing and legal research regarding Federal, State and local laws on a range of topics related to local government including transportation-related matters;
- **Contracts:** Drafting and reviewing contracts, contract amendments and requests for proposals for contracts for professional services, general services, software, and technology systems;
- **Data Privacy and Protection:** Federal, State, and local data privacy and protection laws and practices;
- **Emerging Mobility:** Legal issues related to emerging mobility modes, including Transportation Network Carriers (TNCs), autonomous vehicles, e-bikes, and electric scooters;
- **Public Records and Meeting laws:** Background and experience with the application of the California Public Records Act, Brown Act and San Francisco Sunshine Ordinance.
- **Americans with Disabilities Act (ADA):** Familiarity with the ADA and federal regulations governing accessibility including in the transportation context and willingness to gain familiarity with the California Public Utilities Commission's rulemaking on TNC Access for All.

### **Minimum Qualifications**

- Licensed to practice law in California.

### **Desired Qualifications**

- Ability to assume responsibility quickly and work independently and efficiently.
- Excellent oral and written communication and advocacy skills.
- Ability to manage and appropriately balance an active and varied workload, and adjust to occasional workload increases.
- Ability to exercise good judgment, multi-task, and meet deadlines.
- Strong interpersonal skills and a positive attitude.

- Commitment to valuing diversity and contributing to an inclusive working and learning environment.
- Desire and ability to work successfully as part of a team.
- Three or more years of legal experience, including experience in transportation, municipal or other government law, and contracting.

**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. For details on how this condition applies to your employment, please [click here](#).

**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 Transportation Team position. Applicants who advance in the selection process must submit at least two references and at least one writing sample.