

(Brief) Job Description: Attorney I/III – 2024 Limited Term

The Governor's Office of Planning & Research (OPR) seeks to fill a Limited Term/Full Time Attorney position in the Legal & Legislative Affairs Program. **The position may be filled at an Attorney I level for newer attorneys, or at the Attorney III level, for attorneys with five years of experience or more.**

Staff Counsel (Attorney I)

Under the supervision of OPR's Chief Counsel, the Staff Counsel is responsible for providing research and analytical legal services needed to advise OPR executives, management and staff on a variety of legal issues, including rulemaking processes pursuant to the Administrative Procedure Act. Staff Counsel will provide written and oral advice, draft and review legal correspondence and perform a variety of legal tasks. The Staff Counsel shall, as needed, provide legal support where OPR is engaged in litigation in coordination with the Attorney General and OPR's Chief Counsel.

Please apply at

<https://calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=433595>

Senior Staff Counsel (Attorney III)

Under the general direction of OPR's Chief Counsel, the Senior Staff Counsel demonstrates expertise in the performance of difficult, complex, sensitive, and specialized legal work in all areas of responsibility of OPR. The Senior Staff Counsel is responsible for providing research and analytical legal services needed to advise OPR leadership in the legal implications of their activities, particularly on rulemaking processes pursuant to the Administrative Procedure Act. Senior Staff Counsel works independently on assignments. Senior Staff Counsel is assigned the more difficult, sensitive, and complex litigation/legal work of OPR and works on these matters with broad discretion and independence. The Senior Staff Counsel may function as a lead attorney when working with lower-level attorneys or legal interns on large, complex matters. Senior Staff Counsel will support, review, and coordinate OPR's agreements with agency partners and contractors, and, as needed, engage in litigation in coordination with the Attorney General and OPR's Chief Counsel.

Please apply at

<https://calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=433588>