

**OFFICE OF THE COUNTY COUNSEL
COUNTY OF SANTA CLARA**

**Tony LoPresti
COUNTY COUNSEL**



County Government Center
70 West Hedding Street
East Wing, 9th Floor
San José, California 95110-1770

**Kavita Narayan
CHIEF ASSISTANT COUNTY COUNSEL**

**Robert M. Coelho
Michaela L. Lewis
Steve Mitra
Elizabeth G. Pianca
Douglas M. Press
Gita C. Suraj**

ASSISTANT COUNTY COUNSEL

(408) 299-5900
(408) 292-7240 (FAX)

**Kim Forrester
LEGAL AND COMPLIANCE OFFICER**

**JOB OPPORTUNITIES IN THE
OFFICE OF THE COUNTY COUNSEL**

I. About the Office of the County Counsel

The County of Santa Clara's Office of the County Counsel is one of the nation's preeminent public law offices, serving as legal counsel to the County, its Board of Supervisors and elected officials, every County department and agency, and the County's various boards and commissions. The Office's work covers a wide array of litigation and policy matters that significantly affect the health, safety, and well-being of the County's 1.9 million residents. The Office supports the County's efforts to protect public health and the environment, provide healthcare services, address homelessness, maintain roads and parks, ensure access to a fair criminal justice system, and protect vulnerable populations. The Office handles nearly all of the County's civil litigation, including employment, personal injury, child welfare, breach of contract, civil rights, taxation, environmental law, and social justice and impact litigation. The Office also provides all of the day-to-day legal services expected from any in-house legal team, researching and analyzing emerging areas of law, crafting policies, analyzing and commenting on legislation, advising and counseling the Board of Supervisors and County departments on transactional matters, addressing challenging issues facing local governments, and developing innovative local ordinances and programs to advance social and economic justice for the county's residents and to promote local, state, and national public policy reform.

The Office has widely been recognized for its excellence. In 2019, the Office received the [American Bar Association's prestigious Hodson Award](#). Awarded to one office nationwide each year, the Hodson Award recognizes outstanding performance and extraordinary service by a government or public-sector law office. In 2022, the Office's Child and Family Protection Team received the Diversity, Equity and Inclusion Award from the International Municipal Lawyers Association for its transformative work in guiding Santa Clara County's child welfare system toward a model that promotes equity, inclusion, and cultural competency in the provision of government services to highly vulnerable client populations. And in 2021, the Office received a California Lawyer Attorneys of the Year (CLAY) award for its leadership role in shaping the regional, statewide, and national response to the COVID-19 pandemic. In addition, numerous attorneys

within the Office have been individually recognized for their contributions in shaping appellate and Supreme Court decisions through our amicus briefs and by spearheading nationwide efforts to coordinate broad coalitions of counties, cities, and national local government organizations on issues of vital interest including local government discretion over policy decisions, protecting public health and safety, ensuring funding for local health care, and defending against environmental harms.

II. The Open Positions

The Office of the County Counsel is seeking talented, highly motivated attorneys to fill open positions on the following teams. Prior public-sector experience is desirable, but not required for any of the open positions. Salaries vary based on experience and qualifications. **For attorneys with five or more years of experience, the annual salary range is \$225,902 to \$281,170.**

Finance, Government Operations, and Technology Team

We are seeking attorneys to join our Finance, Government Operations, and Technology Team, which provides essential legal advice to the Board of Supervisors, County Executive, Assessor, Clerk of the Board, Facilities and Fleet Department, Finance Agency, County Library, Procurement Department, Registrar of Voters, Technology Services and Solutions Department, Privacy Office, and Information Security Office to fulfill the public service mission of the County. The Team's practice is grounded in honing expertise in public law, including the Brown Act and the Public Records Act. Attorneys also practice in specialized areas including public contracting, finance, property taxation, public works, and technology, data security, and privacy. The Team's attorneys research and analyze many areas of law, craft ordinances and policies, negotiate contracts, comment on legislation, and help solve challenging problems for the County departments and officials they advise. Team members also participate in highly significant litigation related to property taxation and election-related matters. We are particularly interested in candidates with experience in property tax and assessment appeals; public finance; and contracting.

Public Safety and Justice Team

We are seeking attorneys to join our Public Safety and Justice Team, which provides legal advice to the departments and agencies that make up the County's criminal justice and emergency response systems including the Probation Department, Office of Pretrial Services, Office of Diversion and Reentry Services, Office of Emergency Management, Sheriff's Office, District Attorney's Office, and Public Defender's Office. Public Safety and Justice attorneys assist these agencies in addressing a wide array of legal issues related to law enforcement, criminal adjudication, juvenile justice, probation, reentry services, 911 services, disaster preparedness and response, and related services. In advising the County's public safety departments and agencies, our attorneys research and analyze many areas of law, craft policies, draft and negotiate contracts, facilitate the release of records to the public, comment on legislation, contribute to significant reform efforts, and assist the departments they advise in addressing significant and challenging issues. We are particularly interested in candidates with an aptitude for an interesting and fast-paced assignment presenting a variety of both transactional matters and contested court matters such as writ and motion hearings.

Jail Reform and Custody Operations Team

We are seeking attorneys to join our Jail Reform and Custody Operations Team, which provides legal advice to the Board of Supervisors and to County departments and agencies on a wide array of matters impacting the County jails. Our attorneys work with the Board of Supervisors, the County Executive's Office, and applicable departments such as the Sheriff's Office and Custody Health Services to help spearhead jail reform efforts, research and analyze many areas of law, negotiate contracts, comment on legislation, and help solve challenging problems for the County. Our attorneys also represent the County in highly significant litigation impacting the County jails, including on consent decrees concerning the County jails and on involuntary medication petitions regarding inmates.

Health and Hospitals Team

We are seeking attorneys to join our Health and Hospitals Team to provide legal advice to the County's health care delivery system. This Team provides counsel to Santa Clara Valley Medical Center (SCVMC), a 731-bed acute care hospital and Level 1 trauma center and 50-bed psychiatric hospital; O'Connor Hospital, a 358-bed acute care hospital; and Saint Louise Regional Hospital, a 95-bed acute care hospital; as well as a network of health centers and urgent care clinics. The County runs one of the nation's largest public health and hospital systems. Attorneys also serve as legal counsel to the Behavioral Health Services Department; Public Health Department; and Custody Health Services Department.

We are also seeking an attorney with managed care experience to advise Valley Health Plan (VHP). VHP was established in 1985 as a Knox Keene-licensed, publicly sponsored health plan to serve County of Santa Clara employees and their families. Now, VHP is a preferred "plan of choice" among members, providers, health insurance brokers, and community partners. VHP supports the health and wellness of over 200,000 residents in Santa Clara, San Benito and Monterey Counties through employer group plans, Covered California, individual and family plans, a Medi-Cal Managed Care partnership, and administration of county-sponsored health access initiatives. Ideal candidates should have a range of payor-side managed care experience including but not limited to provider contracting, regulatory compliance, complex delegation agreements, managing and resolving provider disputes and grievances, and advising DHCS and DMHC regulated entities.

Civil Rights, Tort, and Employment Litigation Team

We are seeking experienced litigators for our Civil Rights, Tort, and Employment Litigation Team. This Team defends the County in lawsuits filed against the County, its officials, and/or its employees. The Team's docket includes a wide variety of cases, including tort, employment, civil rights, medical malpractice, and dangerous condition of public property actions to name a few. Our litigators handle all phases of litigation in state and federal trial and appellate courts. Additionally, our litigators represent all County departments and have developed expertise in the work of each department to provide advice and training on risk management issues to improve policies, practices, and to minimize legal exposure to the County. We are interested in candidates who would like to work in a collaborative and dynamic public-sector litigation practice. Experience in the specific types of cases described above is desirable, but not required.

Social Justice and Impact Litigation Team

We are seeking an attorney with 5+ years of legal experience and interest in handling litigation, including affirmative litigation for our Social Justice and Impact Litigation Team. This team initiates high-impact cases, drafts innovative local ordinances, and develops new policies and programs to advance the County's goal of achieving social and economic justice for all its residents and to promote local, state, and national public policy reform. The Team also defends the County in select cases with the potential to significantly affect the County's ability to provide critical safety net services to vulnerable residents or otherwise serve the public. The Team is a leader in the movement to use the power and unique perspective of local government to better serve the community and to drive long-lasting change. The Team's cases in the last few years have included litigation challenging the Trump Administration's rulemaking relating to "public charge"; litigation against drug manufacturers that deceived doctors and patients for decades about the risks and benefits of opioid painkillers; litigation against Intuit, the maker of TurboTax, for deceiving low-income taxpayers into paying for services Intuit promised would be free; and litigation to ensure that federal policies targeting immigrants, undermining health services, and threatening vulnerable communities were permanently blocked.

The Social Justice and Impact Litigation Team also has an active amicus curiae practice, including recently co-authoring an amicus brief in a case protecting access to a drug used in medication abortions. It also regularly participates in legislative and regulatory processes, including facilitating the County's co-sponsorship of recent and groundbreaking legislation (SB 461 and AB 2766) that expanded civil enforcement and investigative authority under the Unfair Competition Law, and submitting comments in state and federal rulemaking processes. In addition, the Social Justice and Impact Litigation Team supports an array of policy initiatives related to immigrants' rights, public health, pay equity, bail reform, criminal record expungement, civil rights, and homelessness. We are particularly interested in candidates with experience and interest in handling litigation, including affirmative litigation. We are ideally looking for a candidate with 5+ years of legal experience.

III. General Qualifications

- Member in good standing with the State Bar of California;
- Demonstrated history of hard work, dedication, and academic excellence;
- Ability to prioritize and manage several simultaneous projects under deadlines;
- As some of the work done in the Office of the County Counsel will undoubtedly be new to any applicant, the ideal candidate will be flexible and show an eagerness to learn;
- Self-motivated and willing to take ownership of any matter;
- Team player. Our Office is a collegial and supportive environment in which employees willingly pitch-in to help one another;
- Exceptional legal research and writing skills;
- Strong communication skills. Our attorneys must be able to explain complex legal issues to judges, arbitrators, elected officials, a diverse range of clients, and, occasionally, members of the public; and
- Able to establish and maintain excellent working relationships with other County staff.

IV. Salary and Benefits

Salaries vary based on experience and qualifications. For attorneys with five or more years of experience, the annual salary range is \$225,902 to \$281,170.

The County offers comprehensive medical, dental, and vision plans for all attorneys and their dependents. Attorneys also receive substantial pension benefits, long-term disability insurance, life insurance, and related coverage.

Other Benefits Include:

- 19 days accrued paid vacation time per year, increasing to 25 days after 4 years of service and 8 days accrued sick leave per year
- 13 paid County holidays
- 457 Deferred Compensation Plan
- Employee Assistance Program
- Dependent Care Assistance Plan
- Employee Wellness Program
- Tuition Reimbursement Program
- Payment of State Bar Dues
- Eligibility for hybrid remote/in-office work schedule

Additional information regarding benefits is available [here](#).

V. Diversity and Inclusion

Santa Clara County is one of the most diverse communities in the United States, and its diversity is one of its greatest strengths. Our Office aims to reflect the communities we serve, and we believe that diversity in our Office is crucial to successfully performing the variety of work with which we are entrusted. Being able to draw on different perspectives allows us to be at the forefront of legal issues both locally and nationally. The Office of the County Counsel seeks a diverse applicant pool for every position, welcomes qualified applicants of all backgrounds, and hires based on fair and open competition.

VI. How to Apply

Applicants interested in any of the above positions should send a résumé, list of five references, and brief cover letter to Assistant County Counsel Michaela Lewis via hiring@cco.sccgov.org. Applications will be considered on a rolling basis, and interested applicants are encouraged to apply promptly.