CITY OF CHICAGO

JOB ANNOUNCEMENT

DEPARTMENT OF LAW - Federal Civil Rights Litigation Division

Title: DEPUTY CORPORATION COUNSEL

The City of Chicago Law Department is seeking an experienced attorney and effective leader for the position of Deputy Corporation Counsel in the Federal Civil Rights Litigation Division (“FCRL”). The Division defends sworn and civilian police personnel and the City of Chicago in federal and state lawsuits. These lawsuits concern alleged civil rights violations or state law liability claims based on allegations of police misconduct or abuse of authority. FCRL attorneys practice in both federal court, where the Division takes more cases to trial each year than any other litigant, and in the Circuit Court of Cook County. The Division has a sophisticated and complex practice involving extensive motion practice, intensive discovery, settlement negotiations, and trial practice. The Deputy Corporation Counsel will assist in the management of the work of the Division’s approximately 45 attorneys and 13 staff members, supervising Chief, Senior, and Assistant Corporation Counsels, as well as outside attorneys retained by the City. In addition to supervising, training, and advising the attorneys and staff, the responsibilities of this position include counseling client departments and City policymakers, assisting with budgetary matters, working with client departments to facilitate responses to discovery and other litigation requests, authorizing and evaluating settlement requests, preparing reports, analyzing legislation and court rulings relative to civil rights, tort law, and governmental immunities, and participating in hiring and disciplinary matters.

Application Process and Materials

Submit the following materials in hard copy to: City of Chicago Department of Law’s Legal Recruiter, 30 N. LaSalle Street, Suite 1640, Chicago, IL 60602:

- cover letter that specifically identifies how you meet the minimum qualifications and have the knowledge, skills, and abilities listed below;
- resume;
- law school transcript (official or unofficial);
- two recent writing samples; and
- current printout from the Illinois ARDC website at www.iardc.org (or your admitted state bar's equivalent).
THIS POSITION IS SHAKMAN EXEMPT.

**Minimum Qualifications:**

Applicants must have graduated from an American Bar Association (ABA) accredited law school in or before 2001, been admitted to the Illinois Bar (or be eligible for admission on motion to the Illinois Bar pursuant to Illinois Supreme Court Rule 705), and have fifteen (15) years of legal experience as a licensed attorney, of which five (5) years were in a supervisory role or case management capacity.

Disclaimer - "Accredited" means any American law school that has passed and maintains the requirements of accreditation by the American Bar Association (www.americanbar.org).

**Knowledge, Skills and Abilities:**

Ideal candidates will possess the following:

- five (5) jury trials, with at least three (3) trials as the first chair;
- litigation, trial, and settlement experience in civil rights cases;
- extensive motion practice experience;
- extensive experience in depositions of fact, medical, and expert witnesses;
- extensive experience in examination and presentation of witnesses at trial;
- extensive experience evaluating and negotiating settlements;
- exceptional client counseling skills, including the ability to interact effectively with a wide variety of clients regarding their concerns and legal needs, often on an emergent basis;
- excellent oral communication skills;
- exceptional ability to write effectively and persuasively, under time constraints;
- extensive experience creating and leading teams, and determining and executing strategy;
- the ability to work well with others;
- experience supervising and evaluating personnel;
- the ability to organize, prioritize, monitor and control workflow, and meet deadlines; and
- demonstrated leadership and initiative.

**Residency Requirement:** All employees of the City of Chicago must be actual residents of the City of Chicago as outlined in 2-152-050 of the City of Chicago Municipal Code. Proof of residency will be required.

**Salary:** $139,812 annually
The City of Chicago is an Equal Employment Opportunity and Military Friendly Employer.

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<th>City of Chicago</th>
<th>Department of Law</th>
<th>Department of Human Resources</th>
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<tbody>
<tr>
<td>Rahm Emanuel</td>
<td>Edward N. Siskel</td>
<td>Soo Choi</td>
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<td>Mayor</td>
<td>Corporation Counsel</td>
<td>Commissioner</td>
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