

The attorney in this position will serve as a senior-level advisor to the USM executive leadership team, working closely with the USM Chancellor, Chief of Staff, and Vice Chancellors, providing advice and counsel on a broad range of legal, ethical, and compliance matters. The attorney will serve as legal counsel to the Board of Regents, advising the Board, Committees, and staff on governance issues, open government laws and other legal matters. The attorney will be responsible for coordination and communication with legal counsel at USM institutions to ensure that USM leadership and Board leadership are fully apprised of institutional and systemwide matters with legal, ethical, and compliance relevance and impact. The attorney will attend all Board and Committee meetings of the Board of Regents and will advise the Board, Committees, and workgroups on legal issues relating to their work. The attorney will provide guidance and legal sufficiency review of USM contracts and initiatives and will participate in the development of policies, guidelines, and processes to ensure organizational compliance and effectiveness. The attorney may also provide guidance on responding to public inquiries; review or draft legislation, policies, or public statements; conduct legal research; advise on human resources matters; provide guidance or judgment on ethics issues; and perform other related duties as assigned.

QUALIFICATIONS: The ideal candidate will have a minimum of 10 years' legal experience. The candidate must also possess excellent legal skills; strong interpersonal skills; superior organizational, management and leadership skills; a mastery of communication, both written and verbal; and the ability to effectively negotiate with, advise, and/or guide clients, stakeholders, opposing counsel, and others under a variety of circumstances. Higher education experience and/or experience serving as counsel to a public entity or board is desirable. Maryland Bar membership is required.

SUBMISSION: Interested persons should submit a resume with a cover letter, two writing samples, and three references to: Katherine Bainbridge, Chief, Higher Education Division, Office of the Attorney General, 200 St. Paul Place, Baltimore, Maryland 21202, or via email to Michelle Swift, mswift@oag.state.md.us, by close of business on Sunday, July 28, 2024. **Please write "Deputy Chief and Counsel to USM -HED" in the subject line of the email.**

EMPLOYMENT BENEFITS: The successful candidate will be eligible for subsidized health benefits (medical, prescription, dental and vision coverage) and life insurance; leave, including annual (vacation), personal, sick, and paid parental leave; and will be eligible for participation in a contributory defined benefit pension plan in which they are vested after ten years. State employees are eligible to participate in two supplemental retirement plans: the 457 Deferred Compensation Plan and the 401(k) Savings and Investment Plan. The State also offers a free mass transit benefit for local bus and express bus services.

EQUAL OPPORTUNITY EMPLOYER: The Office of the Attorney General is an equal opportunity employer that encourages all interested persons to apply regardless of race, color, religion or belief, ancestry, national origin, age, marital status, sexual orientation, gender identity and/or expression, disability, pregnancy, family or parental status, veteran status, genetic information, or any protected category prohibited by local, state or federal laws.

COMMITMENT TO DIVERSITY, EQUITY, INCLUSION, AND BELONGING: The Office of the Attorney General views equity, diversity, inclusion, and belonging as the pathway to achieving professional excellence and fostering and maintaining a culture where every employee can thrive. We strive to create a community that draws upon the best pool of talent to unify excellence and diversity while fully embracing individuals from varied backgrounds, cultures, races, identities, life experiences, perspectives, beliefs, and values. We honor, respect, and celebrate all differences, both visible and invisible, and are committed to recruiting, retaining, and promoting individuals who have historically been underrepresented in the practice of law and professional careers.