



Associate General Counsel

Location: Memphis, TN

Type of Vacancy: Full time

Description

Associate General Counsel

Join a District on the Rise

Our Mission

SCS is dedicated to preparing all students for success in learning, leadership and life.

- Our promise is that by 2025, 80% of our students will be college & career ready, 90% will graduate high school, and 100% of graduates will enroll in post-secondary education.
- Our work is deeply rooted in the belief that every child is capable of learning and that education is the great equalizer. With 84% of all students considered economically disadvantaged, Shelby County Schools truly is a place where progressive leaders in education can make a difference in the lives of our country's most underserved children.

Our Future

Though our challenges are significant, we are a district on the rise.

- SCS has been a level 5 growth district—the highest achievable level in TN—for the past three years.
- SCS has seen district-wide math proficiency scores double in the past three years.
- SCS I-Zone schools—once performing in the bottom 5% of TN schools—are now making significant gains towards the goal of performing among the top 25% within five years.

Why Memphis?

Shelby County Schools—one of the 25 largest school districts in the nation—is located in Memphis, TN, a city known for its great food, original music, professional sports, high-quality arts in the most affordable urban setting in the nation. Not only that, but Memphis is a hotbed and national leader for groundbreaking work in the education.



Purpose and Scope

Most lawyers serve the public interest by practicing their profession with competence and integrity, and by contributing their services to those in their communities without legal representation. The lawyers who practice law in Office of General Counsel for the Shelby County Board of Education devote their entire practice to insuring that children receive a quality education. We are committed to providing the highest quality service to our clients and to the community. Our office is the legal advisor to the Board of Education, Superintendent and by extension, all the school system's departments.

As school system attorneys, we are expected to work diligently during the day, and on occasion, attend business and/or community meetings in the evening. We also represent our client through our attendance at events that promote the interest of our client, as well as the Bar. We are expected to use independent judgment, and to be adept at preventive law. We focus on controlling legal issues whenever possible and anticipating problems and legal solutions before litigation happens.

Being a lawyer in the General Counsel's office is one of the best jobs that any lawyer could have. It gives us a opportunity to confront an astonishing diversity of legal issues, and requires the constant consideration of complicated ethical standards in an effort to serve the school system well. More importantly, however, it allows us to play an important role in helping families and children achieve their dreams.

If you share our commitment to education children and in improving our community, we welcome you to apply for a position with the Office of General Counsel. We seek attorneys with quality experience in one or more relevant areas, including:

- School Board Operations
- Public Meetings/Records Act Compliance
- Title IX
- Litigation (Trial) Commercial and Tort Claims
- Facilities and Capital Projects
- Contracting and Procurement
- District and School Operations
- Policy and Procedure Development and Compliance
- Legislative Analysis
- FERPA
- Labor and Employment Issues
- Student 504 Accommodation
- Special Education
- Student Issues
- Bullying
- FERPA—Student Records
- Risk Management (Risk and Loss Prevention)
- District Safety and Security
- Constitutional Issues
- Workers compensation



Our Work Environment

We operate under the notion that we will only be successful if we challenge ourselves with new ideas and attack obstacles with a bold sense of courage and determination. We strive for a mission-driven working environment that empowers all staff to take ownership of their own work and their professional development.

Our Compensation & Benefits

Salary is competitive and commensurate with experience. A comprehensive benefits package is also offered that includes health, dental, vision, flexible spending account options, and generous paid time off. Employees can earn up to two weeks of vacation in their first 18 months, 12 sick days and 17 federal/district holidays annually.

Minimum Qualifications

Graduation from an accredited law school with a Juris Doctorate (J.D.) and admitted to practice law in the State of Tennessee (or eligible for comity under Tennessee Supreme Court Rule 7 or related provisions) plus a minimum of 3 years' relevant legal experience as an attorney (Must be in good standing). Legal experience representing a urban school district, education advocacy or policy entity, education foundation or education provider preferred, but not required. Trial experience, including criminal trial work, as well as foreign language capacity, is a plus.

To Apply

Please submit your resume and tailored cover letter online [here](#).

We review applications on a rolling basis, so it is to your advantage to apply as soon as possible. We will not consider applications without a cover letter tailored to this position, which can be addressed to the Human Capital department. Please note that an offer of employment will be subject to the successful completion of a background check. At Shelby County Schools, we know that diversity makes us stronger and challenges us to think differently every day. We are an equal opportunity employer and seek individuals of all ethnic and racial backgrounds to apply to this position.

Learn More: www.scsk12.org