ADMINISTRATIVE COUNSEL

School/Department: GENERAL COUNSEL
City & Zip: FT LAUDERDALE, FL, US, 33301

Requisition #: 7345
Posting Closing Date: 11/01/2023
School Year: 2023-2024

POSITION GOAL
To render legal services and supply legal advice to the Superintendent in the area of employee discipline and the administrative staff

ESSENTIAL PERFORMANCE RESPONSIBILITIES

MINIMUM QUALIFICATIONS & EXPERIENCE

• An earned Juris Doctor degree (J.D.) from an accredited law school.
• Minimum of three years of experience, public or private, with two years of litigation experience.
• Admitted and duly licensed to practice law in the State of Florida.
• Eligible to become a member of the Florida Bar for the Federal District Court for the Southern District of Florida and for the United States Circuit Court of Appeals for the Eleventh Judicial Court.
• Demonstrated strong oral and written communication skills.
• Computer skills as required for the position.

PREFERRED QUALIFICATIONS & EXPERIENCE

• Experience in education law and administrative proceedings as well as trial experience.
• School Board of Broward County, Florida
• Administrative Counsel (A-031)
• Annual Salary Range: Commensurate with experience
• Education: An earned JD from an accredited law school
• Experience: Minimum of three years of experience, public or private, with at least two years of litigation experience.
• Member in good standing with the Florida Bar.
• Preferred Qualifications:
• Experience in education law and administrative proceedings as well as high volume trial experience.
• To be considered for the Administrative Counsel position, you must send your resume/curriculum vitae electronically to:
• rgolden@browardschools.com
• Applications submitted through SuccessFactors will not be considered.
• Deadline: Documents must be received by COB November 1, 2023.