



OFFICE OF THE ATTORNEY GENERAL
200 St. Paul Place
Baltimore, Maryland 21202
www.marylandattorneygeneral.gov

JOB ANNOUNCEMENT
Principal Counsel
Maryland Department of Labor

Posting Date: November 16 2023

Closing Date: December 8, 2023

Job Title: Principal Counsel (Division Director)

Position Type: Regular Full-Time

Salary: \$116,289 - \$187,716. The salary range is based on a multitude of factors including applicable personnel rules, regulations, and guidelines.

Location: Office of the Attorney General, Maryland Department of Labor
1100 N. Eutaw Street Baltimore, Maryland

Telework: A hybrid remote telework and in-office schedule option is available per applicable policies and procedures.

DESCRIPTION: The Attorney General is the chief legal officer of the State of Maryland. The Office of the Attorney General (OAG) has the general charge, supervision, and direction of the legal business of the State, acting as legal advisors and representatives of the major agencies, various boards, commissions, officials, and institutions of State Government. As Maryland's 47th Attorney General, Anthony G. Brown, leads the Office with a key focus on equity, justice, and fairness.

OAG is seeking applicants for the position of Principal Counsel to the Department of Labor ("Labor") and its divisions (Occupational and Professional Licensing Boards, Maryland Racing Commission, Financial Regulation, Labor and Industry, Unemployment Insurance, Workforce Development and Adult Learning, and Family and Medical Leave Insurance). Labor provides a predictable and inclusive regulatory environment through efficient and responsive processes. The Department safeguards Maryland's work environments through partnership, outreach, and educational programs that encourage ongoing improvements in workplace safety and health.

Attorneys for the Department provide advice and litigation support on a wide range of matters, including the substantive laws that the Department of Labor enforces, as well as procurement, personnel, grants, data-sharing, the Open Meetings Act (OMA), the Public Information Act (PIA), legislation, and regulation. The Principal Counsel is responsible for the overall office management and the coordination,

assignment, and completion of the legal work by the attorneys in the unit. The Principal Counsel supervises the work of the Deputy Counsel for Litigation and the Deputy Counsel for Advice. The Deputy Counsels directly supervise the work of the assistant attorneys general who provide advice and litigation support to the Department. The Principal Counsel consults with the Department of Labor Secretary to define and prioritize advisory and representation needs. The Principal Counsel is a direct report to a Deputy Attorney General within the Office of the Attorney General.

EXPERIENCE: The ideal candidate will have at least seven years of legal experience. Admission to the Maryland Bar is required. Prior experience with State administrative procedures, litigation, and a knowledge of the State of Maryland's political and government structure is preferred. Applicants must have excellent written and verbal communication skills, and strong organizational, management, and interpersonal skills.

SUBMISSION: Interested persons should send a cover letter, resume, writing sample, and a list of three references via to Carolyn A. Quattrocki, Deputy Attorney General, cquattrocki@oag.state.md.us with a cc to Chinequa Powell, at cpowell@oag.state.md.us, by close of business on Friday, December 8, 2023. **Please write "Principal Counsel" 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 OAG 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.