Counsel II – 17006AG

The Massachusetts Department of Environmental Protection (MassDEP) is the state agency responsible for ensuring clean air and water, the safe management of toxics and hazards, the recycling of solid and hazardous wastes, the timely cleanup of hazardous waste sites and spills, and the preservation of wetlands and coastal resources.

MassDEP seeks applicants for the position of Counsel II. This position is assigned to the Southeast Regional Office, located in Lakeville, MA.

The incumbent will actively support the Department on matters involving all Bureaus, as assigned or as otherwise appropriate, with the principal emphasis on enforcement and permitting matters concerning the Bureau of Waste Site Cleanup in the Southeast Regional Office, by furnishing professional legal advice, consistent with incumbent’s training and experience, both oral and written, on a range of matters including, but not limited to, developing enforcement cases and strategies, drafting, reviewing and negotiating enforcement documents, attending the RERC and CSC meetings, participating in enforcement conferences, responding to public records requests and subpoenas, and drafting, interpreting and implementing laws, regulations, policies and guidance documents.

The incumbent will coordinate and consult with Boston attorneys regarding statutory, regulatory, and policy matters that arise in the context of a regional matter, as appropriate.

The incumbent will provide professional legal advice, consistent with incumbent’s training and experience, regarding the development, drafting, review and implementation of policies, guidelines and regulation, as assigned.

The incumbent, when assigned, will provide mentoring and/or supervision to other attorneys (on a case-specific basis), legal interns or paralegals.

The incumbent, when assigned, and consistent with incumbent’s training and experience, will represent the Department in adjudicatory proceedings, potentially involving matters within any Bureau within the Department, and assist the Office of Attorney General in defending the Department’s actions and in the prosecution of cases.  In this regard and without limitation, the incumbent will strive to provide accurate, consistent and timely advice, devise litigation strategy, prepare the Department’s experts for testifying when a case goes to hearing, and negotiate settlements.

In all matters, the incumbent will strive to provide accurate, consistent and timely advice, within applicable timelines, exercise best professional judgment in prioritizing cases and matters consistent with Department management requirements, and recognize and implement the relative priority and importance of cases and matters.

The incumbent will remain updated on policy, regulatory and legal developments in practice areas through, at a minimum, participation in OGC’s legal practice groups, consultation with other attorneys and other non-attorneys within DEP, review of relevant professional literature, and participation in training opportunities the Department may provide.

The incumbent, when assigned, will assist with developing and conducting training for program staff on matters related to administrative law, enforcement, evidence, and other functions of the agency.

When assigned, incumbent will share with colleagues information obtained in conferences and training sessions.

Incumbent will strive to recognize those issues which require supervisory and/or senior management involvement, and to raise those issues in a timely manner.

The incumbent will strive to develop effective attorney-client relationships with program staff.

The incumbent will respond appropriately to questions and requests for information from the public, local governments, and other state agencies.

The incumbent will serve as Special Assistant Attorney General, as assigned, and consistent with incumbent’s training and experience.

The incumbent will perform other legal work on matters within the jurisdiction of the Department as assigned.

**This requisition will remain open until filled; however, first consideration will be given to those applicants that apply within the first 14 days. Please note that the 14 day time period has been extended until 12/15/17.**

MINIMUM ENTRANCE REQUIREMENTS:  Applicants must have a Juris Doctor (JD) degree, admission to the Massachusetts Bar and (A) at least three years of full-time, or equivalent part-time, professional experience in the practice of law.

Incumbents may be required to have a current and valid Motor Vehicle Drivers License at a Class level specific to assignment.

**An Equal Opportunity / Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.**