



**CITY OF TACOMA**  
invites applications for the position of:  
**CHIEF DEPUTY CITY**  
**ATTORNEY – UTILITIES**  
**DIVISION**

An Equal Opportunity Employer

**SALARY**

Annually  
\$146,432.00 - \$187,699.20

**OPENING DATE:** 06/12/17**CLOSING DATE:** 06/30/17 05:00 PM**POSITION DESCRIPTION:**

The City of Tacoma is seeking an attorney with seven or more years of utility industry experience, including regulatory experience and/or project development, to lead the utilities division of the City Attorney's Office. This position functions as the general counsel to the City's Public Utilities, including Tacoma Power, Tacoma Water, and Tacoma Rail, and is responsible for dealing with complex legal and policy issues relating to public utilities, including energy development, establishment of utility rates, environmental regulations and compliance issues, climate change, Federal Energy Regulatory Commission proceedings, water regulations, telecommunications regulations, railway regulations, and the acquisition and sale of real property. Experience with utility franchises, damage claims and power/water purchase and sale contracts is desirable. Must have litigation experience, with preference given to experience before the Federal Energy Regulatory Commission. The successful candidate will report to the City Attorney and be responsible for advising the City of Tacoma Public Utility Board and the Public Utilities Director.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Manage and supervise the legal advice and opinion functions of the utilities division of the City's Legal Department; supervise four full-time attorneys and two administrative support staff; plan and organize workloads and staff assignments; train, motivate, and evaluate assigned staff; review progress and direct changes as needed
- Provide a variety of complex and specialized legal services for one or more areas of municipal operations and utility law
- Prepare and draft legal documents and instruments involving major impact on governmental operations; prepare contracts, agreements, leases, ordinances, resolutions and proposed state legislation
- Represent the City in complex litigation and administrative hearings and municipal, state, federal and appellate courts; negotiate and dispose of substantial claims and suits filed against the City
- Draft and review complex or special franchises, deeds, easements, and contracts involved in City operations

**The City of Tacoma offers a generous program of employee benefits:**

- Outstanding working conditions and an exceptional quality-of-life environment

- Medical coverage for eligible employees, spouses/domestic partners and dependents, including children up to age 26
- Vision care with VSP for employees and eligible dependents enrolled in the Regence PPO medical plan with vision benefits
- Dental coverage for eligible employees and their elected dependents, including dependent children up to the age of 26
- Deferred compensation allowing tax-deferred savings as authorized under Section 457 of the IRS Code
- Personal time off
- Paid holidays
- A great pension plan

### **City of Tacoma Recruitment:**

One of the primary goals of the Equity and Empowerment Initiative is for the City of Tacoma workforce to reflect the community it serves. We actively work to eliminate racial and other disparities and welcome candidates with diverse backgrounds and/or multicultural skill sets and experiences. Our goal is for Tacoma to be an inclusive and equitable place to live, work, and play.

### **QUALIFICATIONS: DESIRED QUALIFICATIONS:**

- Graduation from an accredited law school with a Juris Doctor degree; admission to the Washington State Bar before commencing work
- Considerable knowledge of state and federal statutes relating to municipal utilities (specifically energy, water, and rail law), the acquisition and sale of real property, purchase of goods and services, public contracting, and utility franchise agreements; working knowledge of modern policies and practices of municipal law and public administration and personal computers, including word processing and spreadsheet applications
- Skill in preparing briefs, contracts, and other legal documents
- Ability to prepare and analyze comprehensive legal documents; ability to carry out assigned projects to completion; ability to communicate effectively verbally and in writing; ability to establish and maintain effective working relationships with employees, City officials, the court system, and the general public; ability to efficiently and effectively administer a municipal legal department
- Seven or more years of progressively responsible related experience in utility, civil and municipal law, as well as supervisory experience
- Or any equivalent combination of education, experience, and training that provides the required knowledge, skills, and abilities

### **SELECTION PROCESS & SUPPLEMENTAL INFORMATION:**

#### **Selection Process**

**Interested individuals should apply online and attach a detailed resume and cover letter** describing your experience, training, and expertise as it relates to the responsibilities of this position. Applicants who have the strongest backgrounds related to the responsibilities of this position may be invited to participate in an interview. **Candidates invited to participate in an interview will be asked to provide a writing sample.** Appointment is subject to passing a background check, and confirmation by the Tacoma Public Utilities Board as required pursuant to Tacoma Municipal Code 1.06.380.

#### **Communication from the City of Tacoma:**

We primarily communicate via e-mail during the application process. E-

mails from cityoftacoma.org and/or neogov.com must be placed on your safe domain list to ensure that you receive notifications in a timely manner. As a precaution, you may also want to check your junk e-mail folders.

The online application system requires you to enter a substantial amount of information. Be prepared to spend at least an hour entering information. In order for your application materials to be considered, all information must be submitted by the closing date and time listed on this job announcement.

For assistance with the NEOGOV application process, questions regarding this job announcement, or if you are experiencing complications while applying, please contact the Human Resources office at (253) 591.5400 by 4:00 pm of the closing date of the job announcement. This will allow us to assist you before the job announcement closes.

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APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<http://www.cityoftacoma.org>

ALTERNATIVE FORMAT MAY BE OBTAINED AT:

Human Resources Department

747 Market Street

Tacoma, WA 98402-3764

253-591-5400

[Teresa.dent@cityoftacoma.org](mailto:Teresa.dent@cityoftacoma.org)

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Job #1005-17

CHIEF DEPUTY CITY ATTORNEY – UTILITIES DIVISION

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