

CALIFORNIA HORSE RACING BOARD

JOB OPPORTUNITY FOR

ATTORNEY III (Chief Counsel)



Visit our Website at www.chrb.ca.gov

LOCATION: Sacramento FILE BY: Until Filled
TENURE/TIMEBASE: Permanent/Full time SALARY: \$8,434.00-\$10,820.00

REQUIRED INFORMATION:

In order to be considered for this position, the individual must submit a Standard State Application (Std. Form 678) and a copy of your active membership in The California State Bar to:

ATTN: WENDY MATSUDA
California Horse Racing Board
1010 Hurley Way, Suite 300
Sacramento, CA 95825
(916) 263-6000

MAKE SURE YOU ENTER **JC-39941 – CHIEF COUNSEL** in the title box of the Standard State Application, Form 678.

POSITION DESCRIPTION:

Under the general direction of the Executive Director, the Chief Counsel is the legal advisor to the California Horse Racing Board Commissioners (Board) on the most sensitive and complex issues of the California Horse Racing Board (CHRB) with consistent favorable results. The incumbent is expected to be an expert in the laws and rules governing the CHRB.

DESIRABLE QUALIFICATIONS:

- In depth knowledge to provide legal advice and assistance to the Board on proposed decisions
- Ability to prepare analysis strategy for Commissioner's Board at each monthly meeting
- Ability to assist the CHRB Enforcement Unit on legal issues and fact finding efforts
- Ability to work independently
- Dependable, punctual, and reliable
- Interest in and/or knowledge of the horse racing industry and law

ADDITIONAL INFORMATION:

You are eligible to apply if:

- You are currently in the classification of Attorney III
- You are on an SROA/Surplus list in a classification comparable and transferable
- Have reinstatement eligibility
- Reachable on the eligibility list for Attorney III
- Training and Development assignment may be considered

It is the policy of the CHRB that no person may be hired as an employee if that person has been convicted of a felony, or any gambling-related offense, therefore, all employees are subject to a background check.

For more information about the CHRB, visit our Website at www.chrb.ca.gov. Questions regarding the duties of the position may be directed to Rick Baedeker at (916) 263-6046.

CALIFORNIA STATE GOVERNMENT*AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.
The California Horse Racing Board utilizes the California Relay Service. The numbers available for use are
1-800-735-2929 (TT.TDD) and 1-800-735-2922 (VOICE).

Final File Date: Until filled
Job Code: JC-39941

Release Date: 10/26/2016
Class Code: 5795

CALIFORNIA HORSE RACING BOARD
EXECUTIVE STAFF

CHIEF COUNSEL

DUTY STATEMENT

Under the general direction of the Executive Director, the Chief Counsel is the legal advisor to the California Horse Racing Board Commissioners (Board) on the most sensitive and complex issues of the California Horse Racing Board (CHRB) with consistent favorable results. The incumbent is expected to be an expert in the laws and rules governing the CHRB. Typical functions to be performed, include but not limited to, are as follows:

**% of
Time**

Essential Functions

- 60% Provide legal advice and assistance to:
- The Board on proposed decisions
 - Prepare analysis strategy for the Board at CHRB meetings
 - CHRB staff/Board on the legal impact rule changes and/or new rules will have on the horseracing industry
 - CHRB Enforcement Unit on legal issues and fact finding efforts
 - CHRB staff/Board with Public Records Act requests
- 40% Routinely provide legal advice and support to staff/Board on CHRB operations; legislative and regulatory analysis and/or interpretation of all racing related legislation; review legal matters presented by the Attorney General's Office (AG); serve as the liaison between the AG and the CHRB; and oversee the Board's legal services and needs; and may assist in personnel related legal matters.