

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Chief Legal Counsel	CLASSIFICATION:	Non-Rept58Tm(R)4 (e40i716.6
			Serve as the District's Fili the list of the District's d

Chief Legal

Develop and document best practices and develop databases to use in decision support. **E**

Coordinate Conflicts of Interest and Lobbyist Filing Compliance. **E**

Conduct research, and analyze data to provide and coordinate recommendations to District personnel, outside legal counsel, investigators, and State agency personnel

Attend:

Attend and provide legal advice and counsel for internal administrative meetings, and other meetings, as needed. **E**

Attend workshops, trainings, conferences, and study legal journals and publications to remain current with the latest revisions to laws and regulations. **E**

Maintain:

Maintain legal library with current law and resources. **E**

SAMPLE HAZARDS:

Occasional contact with dissatisfied or abusive individuals.