



THE CITY OF ROCKLIN ANNOUNCES AN
OPENING FOR:

ASSISTANT CITY ATTORNEY

\$116,533 – \$160,642 per year

*The Vision Statement of the City of Rocklin
is to become a city that provides its citizens with
exceptional quality of life while maintaining
its small town sense of community.*

[APPLY HERE](#)

**Application Deadline:
Friday, November 8, 2019 by 5:00 p.m.**



CAREER OPPORTUNITY

The City Attorney's Office seeks a well-qualified, motivated attorney with significant land use experience for the position of Assistant City Attorney. The Assistant City Attorney will provide legal advice, counsel and representation to the City in areas including, but not limited to, land use, real estate, housing and economic development. Services include drafting and reviewing contracts, ordinances, resolutions, deeds, permits, licenses, and other legal documents, conducting research, interpreting and updating the City Code, and providing advice to City staff. The Assistant City Attorney will provide counsel to the Planning Commission, the Community Development department, other City departments, and assist with the enforcement of the City Code. The Assistant City Attorney receives general direction and supervision from the City Attorney, and may provide oversight and supervision to support staff. The Assistant City Attorney will oversee the work of the City Attorney's Office, in the absence of the City Attorney. The position is an at-will position that serves as part of the City's management team.

The ideal candidate will have substantial California land use experience, either developed in-house (city, county, other governmental organization, or for a private company) or in a law firm with strong municipal land use expertise. The candidate should have knowledge and significant experience, including the ability quickly and effectively to perform at an advanced level, in CEQA, California Planning and Zoning Law and the Subdivision Map Act. A strong working knowledge of municipal law basics, such as the Brown Act, the Political Reform Act and the Public Records Act is desired. Expertise in handling land use litigation, as well as considerable Planning Commission experience also are desirable. The ideal candidate will have a high degree of professional independence and excellent legal judgment, with exemplary customer service skills while being flexible, collaborative and proactive.



COMMUNITY

The City of Rocklin is located in South Placer County, approximately 22 miles from Sacramento. With a population of approximately 70,000, Rocklin is a preferred place to live, work, visit and conduct business because of its convenient location, excellent schools and universities, abundant recreational opportunities, and commitment to public safety. The City has 36 developed parks, and another 200+ acres of open space for its residents, with a park located within a half mile of nearly every resident. Rocklin is home to the Sunset Whitney Recreation Area, with 2.7 miles of walking paths open to the public, and Rocklin's Quarry Park Adventures, offering aerial adventure attractions. Rocklin has one of the lowest crime rates in the region. The Rocklin Unified School District is one of the top-ranked school districts in the state. Rocklin is home to Sierra College, a public community college, and William Jessup University, a private four year university. *Money Magazine* recently named Rocklin as one of the top 100 cities to live in America.

TEAM ROCKLIN CULTURE

The City has seven departments including Police, Fire, Community Development, Finance, Human Resources, Public Services, Parks and Recreation, as well as the City Manager, City Clerk and City Attorney's offices. The City of Rocklin remains fiscally sound due to prudent and conservative planning by the City Council. The fiscal year 2019-2020 budget totals \$90,146,200 across all funds, with \$72,714,500 for operations, and approximately 263 FTEs. The City of Rocklin is dedicated to maintaining high standards of service and a collaborative team environment.





BENEFITS

■ Medical/Retiree Health

A variety of plans are offered through CalPERS. The City contributes up to \$1,200 per month to active employees and eligible retirees, and the employee pays the difference. Employees who retire prior to the Management Employees Resolution being repealed are guaranteed the City's \$1,200 per month contribution for retiree health.

■ Dental and Vision

City-paid for employee and dependents

■ Leave Accruals

Management: up to 80 hours per fiscal year

Sick Leave: 12 sick days per year

Vacation: 15 days first year, progresses up to 27 days based upon years of service

Holidays: 10 paid holidays per year

■ Retirement-CalPERS (in accordance with Public Employees' Retirement Law)

2% @ 62 (PEPRA) employees: Hired on or after January 1, 2013 with no prior membership with a California public retirement system or not eligible for reciprocity.

2% @ 55 (Classic) employees: Current CalPERS members or former CalPERS members without a break of service of more than 180 days.

[Click here to view Benefits Summary](#)

MINIMUM QUALIFICATIONS

Any combination of education and experience that provides the knowledge, skills, and abilities may be qualifying. A typical way of gaining the knowledge and skills outlined above is:

Candidates must have a Juris Doctorate from an accredited law school and active membership, in good standing, with the California State Bar. Candidates should have at least five (5) years increasingly responsible experience as an attorney in the practice of law in California. This position requires a California Class C driver license and a satisfactory driving record, as determined by the City.

SUPPLEMENTAL QUESTIONNAIRE

1. Describe your experience in land use advisory practice. Include the types of clients, the nature and scope of issues, as well as your role advising clients, including any relevant public agency experience.
2. Provide a writing sample where you were the primary author that would be an example of the experience describe in Question 1. Redact any identifying information if necessary.
3. Describe any relevant public agency experience, as well as your interest in this type of practice.

The [Full Job Description](#) is available on the City's website www.rocklin.ca.us

APPLICATION PROCESS

Applicants may apply [on-line](#) on Friday, November 8, 2019 by 5:00 p.m. (first cut-off date). Alternately, application materials ([a hard copy employment application](#)) may be submitted by US Mail to the Human Resources Department at the address below.

City of Rocklin-Human Resources Dept.

2nd Floor City Hall

3970 Rocklin Road,

Rocklin, CA 95677

Telephone: (916) 625-5050 FAX: (916) 625-5099 Job Line (916) 625-5060

A complete application, writing samples, and supplemental questionnaire must be received by Human Resources by the filing deadline for priority consideration. All materials will be carefully reviewed to determine the best qualified candidates who will be invited to participate in interviews.

SELECTION PROCESS

The successful candidate must complete a pre-employment process which may include reference checks, employment, education, and state bar verification. Appointment to City employment is contingent upon passing a live scan criminal history and DMV check, and proof of authorization to work in the United States.

If you are a qualified individual with a disability as defined by the ADA and you need a reasonable accommodation to participate in the application or selection process, please notify Human Resources. The information in this brochure is subject to change and does not constitute an expressed or implied contract.

All applicants will be notified by e-mail following application review.

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The City of Rocklin is an equal opportunity employer.

If you possess any disabling limitation that would require test/interview accommodation, please inform the Human Resources Dept. upon submittal of the application. Medical disability verification may be required prior to accommodation.