



GOVERNOR'S OFFICE OF GENERAL COUNSEL (HARRISBURG)
ASSISTANT COUNSEL
PENNSYLVANIA DEPARTMENT OF HEALTH

The Pennsylvania Governor's Office of General Counsel (OGC) seeks an attorney to serve the Pennsylvania Department of Health (Department) in that agency's practice areas covering the Department's Bureau of Communicable Diseases and the Pennsylvania Right-to-Know Law (RTKL). This position is based at the Department's headquarters in Harrisburg's Capitol Complex.

The position is an excellent opportunity for an entry-level attorney, who will work closely with the Department's Records Legal Liaison and Open Records Officer in the handling of requests for records made under Pennsylvania's open records laws. This attorney will be required to understand and apply the RTKL in the processing and responding to RTKL requests and appeals, including appellate court work. The attorney must be capable of adhering strictly to tight deadlines and managing a large volume of work. Experience with Pennsylvania's RTKL is beneficial, but not required.

This Assistant Counsel also will assist with the provision of legal advice to the Department's Bureau of Communicable Disease, including the Bureau's Divisions of Tuberculosis/STD, Immunization and HIV Disease. They will be required to understand and apply Commonwealth rules and processes relating to procurement and to granting, the laws and regulations relating to confidentiality, and disease reporting, including specialized rules relating to HIV and AIDS. The attorney also will need to learn skills related to the regulatory process, the drafting and interpretation of regulations, and be capable of engaging with clients and providing advice and guidance on a wide variety of sensitive issues relating to the provision of care and treatment to individuals with HIV/AIDS and STDs.

This position requires strong written and oral communication skills, attention to detail, solid interpersonal skills, and the ability to foster trust and respect, including creating friendly and collaborative working relationships with colleagues and clients.

The Governor's Office of General Counsel provides efficient, responsive legal services to the Commonwealth, the Governor, members of his cabinet and more than 30 executive branch agencies, including the Department, that conduct the business of the Commonwealth. This includes rendering legal advice and representation concerning matters and issues arising in connection with the operation of executive agencies under the Governor's jurisdiction, as well as select independent agencies. The mission of the Department is to promote healthy behaviors, prevent injury and disease, and to assure the safe delivery of quality health care for all people in Pennsylvania.

In addition to the aforementioned relevant experience, the successful candidate will have a Juris Doctor degree from an ABA-accredited law school and be a member in good standing with the Pennsylvania Bar. Interested applicants should send a cover letter setting forth interest in this position, resume, and writing sample (10 pages or fewer) no later than **July 29, 2022** to ogchiring@pa.gov, directed to Rodney R. Akers, Deputy General Counsel, 333 Market Street, 17th Floor, Harrisburg, Pennsylvania 17101. OGC is an equal opportunity employer and is committed to a diverse workforce. The Commonwealth values inclusion as we seek to recruit, develop, and retain the most qualified people to serve the citizens of Pennsylvania. The Commonwealth does not discriminate based on race, color, religious creed, ancestry, union membership, age, gender, sexual orientation, gender identity or expression, national origin, AIDS or HIV status, disability, or any other categories protected by applicable federal or state law. All diverse candidates are encouraged to apply.