



**GOVERNOR'S OFFICE OF GENERAL COUNSEL (HARRISBURG)
UNIVERSITY LEGAL COUNSEL
PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION (PASSHE)**

Pennsylvania's State System of Higher Education (PASSHE) seeks an attorney to serve as University Legal Counsel (Transactional) within PASSHE's Office of the Chief Counsel. This individual, working as an Attorney II, will provide legal support primarily for the Procurement Shared Services division of PASSHE, including the Office of the Chancellor and its ten universities. This role, based in Harrisburg, Pennsylvania, emphasizes transactional work, with some travel required. While primarily remote, occasional in-office presence in Harrisburg is necessary.

The successful candidate for this position will have a minimum of three (3) years, with a preference for five (5) or more years, of relevant legal experience handling progressively complex contracting and transactional matters; a demonstrated capability for legal research, analysis and reasoning; superior interpersonal and communication skills; an ability to identify and resolve complicated and sensitive problems creatively and with professional discretion; an ability and willingness to handle a wide variety of intricate legal questions both independently and as part of a team; and an ability to interact and function effectively in both an academic community and within a governmental organization. Prior practice in Commonwealth procurement law is preferred. This position frequently requires a thoughtful exercise of confidentiality and independent judgment as well.

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 and affiliated agencies, such as PASSHE, 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.

In addition to the aforementioned, the successful applicant must have a Juris Doctor degree from an American Bar Association (ABA)-accredited law school, be a member in good standing with the Pennsylvania Bar, and complete a series of interviews and background checks. More detailed position, qualifications, and application-related information also is available on PASSHE's website: <https://www.schooljobs.com/careers/kutztownedu/jobs/4445560/staff-attorney-transactional>. Interested attorneys also may send a cover letter setting forth interest in this position, resume, and writing sample **no later than April 28, 2024**, to ogchiring@pa.gov, directed to Derek Riker, Deputy Chief of Staff, 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 on the basis of 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.