



**GOVERNOR'S OFFICE OF GENERAL COUNSEL
ASSISTANT COUNSEL
PENNSYLVANIA STATE POLICE, OFFICE OF CHIEF COUNSEL
BUREAU OF LIQUOR CONTROL ENFORCEMENT**

The Pennsylvania Governor's Office of General Counsel (OGC) seeks a licensed attorney to work as an Assistant Counsel in the Pennsylvania State Police (PSP), assigned to the Bureau of Liquor Control Enforcement (BLCE). This position will be classified as either an Attorney 1 or 2 depending on the level of relevant experience possessed by the successful candidate. An Attorney 1 is considered to have limited legal experience or exposure to the practice of law and an Attorney 2 is considered to have at least two (2) years of litigation or other legal experience.

This position is based at the BLCE's headquarters in Harrisburg and is eligible for a hybrid remote/in-office schedule of three days onsite, at the discretion of the General Counsel. The BLCE is responsible for enforcing the liquor laws and any unlawful conduct occurring within businesses licensed by the Pennsylvania Liquor Control Board (PLCB). These administrative actions are presented before administrative law judges with the potential for subsequent appeals before the PLCB, county courts of common pleas, the Commonwealth Court, and the Supreme Court. PSP's Office of Chief Counsel represents the BLCE in these administrative proceedings and provides legal guidance to the Bureau's command staff on a wide range of enforcement-related issues.

The successful applicant for this position will provide direct support to the Deputy Chief Counsel in advising and providing guidance to the BLCE, its command staff and enforcement officers on a variety of matters involving the Liquor Code, the PLCB's Regulations, the Crimes Code, the Controlled Substance, Drug, Device and Cosmetic Act, the Local Option Small Games of Chance Act, and other laws of the Commonwealth. Under the supervision of the Deputy Chief Counsel, the attorney will assist in reviewing and evaluating investigative reports in recommending whether citations should be issued and the appropriate averments to be used, conducting legal research on various topics at the request of the Deputy Chief Counsel or the BLCE's command staff, reviewing and editing of appellate briefs, developing training materials and legal updates for Bureau personnel, and reviewing, analyzing and summarizing proposed legislation and regulations.

The position will include opportunities for frequent client contact and to contribute to Bureau initiatives aimed at educating enforcement officers, strengthening the liquor enforcement process, and promoting compliance with the law. The attorney will also provide advice and counsel on a wide range of issues involving the highly regulated liquor industry, including gambling, the sale of controlled substances, and illegal shipping of alcohol into the state.

The work requires an attorney who possesses excellent research and writing skills, communicates well, is a team player, and can capably manage several complex matters at one time. While not required, it will be helpful for the candidate to have some experience in litigation or appeals, as assistance may be needed in administrative hearings and appellate practice.

Applicants must have a Juris Doctor degree from an ABA-accredited law school (or graduating in the current academic semester) and be a member in good standing with the Pennsylvania Bar (or sitting for the July 2024 PA bar exam). Interested attorneys should send a cover letter setting forth interest in this position, resume,

and writing sample (no more than ten pages) not later than May 17, 2024 to ogchiring@pa.gov, directed to Derek Riker, Deputy Chief of Staff, 333 Market Street, 17th Floor, Harrisburg, Pennsylvania 17101. To learn more about OGC's mission and get an inside look at what it is like to be part of the OGC team, visit our website, at www.ogc.pa.gov/careers.

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.