

## City of Bethel Action Memorandum

Action memorandum No.	19-46		
Date action introduced:	August 5, 2019	Introduced by:	Mayor Watson
Date action taken:	August 5, 2019	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:	KM		

Authorize the Administrative Profile and Job Announcement for the City Attorney Recruitment Process. Council amended to allow four months from the date of hire, to become a barred attorney in the State.

**Attachment(s): City Manager Administrative Profile, Brochure and Advertisement Listings.**

<b>Amount of fiscal impact:</b>		<b>Account information:</b>
Part of Ongoing Contract		10-52-544

### Items of Particular Interest:

Salary            \$125,000 - \$145,000 DOQ.

### Qualifications and Experiences

- A demonstrated knowledge of federal, tribal, state and local laws and ordinances, rules and regulations, particularly with respect to municipal operations and the ability to interpret and ensure compliance with applicable federal, tribal, state and local polices, rules, laws and regulations specific to the State of Alaska and the City of Bethel.
- Ability to work in conjunction with the Mayor, Council, City Manager as a credible and impartial legal advisor, maintaining professional objectivity and neutrality with respect to policy and procedural matters which may affect the municipal operations of Bethel.
- A Juris Doctorate Degree from an accredited law school and be admitted to and in good standing with the Alaska Bar or able to be admitted to the Alaska Bar prior to commencing employment with the City. A minimum of five (5) years of full-time experience (preferably seven (7)) as a practicing attorney in Civil or Administrative law, preferably for a municipality. Experience in Alaska is preferred. Residency is required.