



PUBLIC SAFETY ATTORNEY

This is a unique opportunity for an experienced, public service oriented legal professional to support the public safety team with the City of Aurora.



CITY OF AURORA, COLORADO

PUBLIC SAFETY ATTORNEY

THE CITY

Situated on prairie grasslands, rolling hills and the Black Forest's northern tip, Aurora offers something for every lifestyle, from convenient urban living to master-planned communities. Aurora is a close-knit community with excellent services and amenities. With Buckley Air Force Base, the Anschutz Medical Campus, Fitzsimons Innovation Community, and other major employment centers, the city has thriving aerospace, defense, bioscience, health care, and distribution industries. Aurora is also a global community. People from around the world live, work and have businesses throughout Aurora, creating a culturally rich environment and one of the city's greatest assets.

Long known as the Gateway to the Rockies, this All-America City lies on the eastern edge of the Denver-Aurora metropolitan area. The city boasts spectacular views of the Front Range spanning from Pikes Peak to Longs Peak. And, if you need to travel locally or abroad, Aurora's proximity to three major highways, light and commuter rail lines, and Denver International Airport makes it not only accessible, but a short commute to the world.

More than 386,000 residents and 10,000 businesses choose to call Aurora home, making it the third largest city in Colorado and the 54th largest in the United States. The city covers 160 square miles and is located within three counties, Arapahoe, Adams, and Douglas, with 74 square miles of land inside city limits still undeveloped. Aurora's diversity as a majority-minority city, where no one ethnic group is the majority population, is reflected in its many ethnic and independent restaurants and thriving arts scene.

Aurora provides access to quality education, with five school districts and nine campuses of higher learning meeting the instructional needs of residents and those beyond the city limits. Aurora is the only place in Colorado where students can get a Doctor of Medicine degree.

Aurora's climate is mild and dry, offering residents and visitors ample opportunity to get outside, stay fit, and enjoy all that Colorado living has to offer. Aurora has five golf courses, two reservoirs, more than 97 parks, and over 4,000 acres of open space and trails. Situated at the foot of the Rocky Mountains, Aurora is a gateway to all Colorado has to offer.

Why Work For Aurora?

- Make a difference in the lives of real people every day
- Diverse community
- Competitive total compensation package
- Well-Funded General Employees Retirement Plan
- Light rail station minutes away
- On-site fitness center and wellness programs
- Internal educational programs to assist with career advancement
- Access to innovation workspaces

To learn more go to: www.AuroraGov.org

GOVERNANCE

The City of Aurora is a full-service city governed by a council/manager form of government, which combines the political leadership of elected officials with the managerial expertise of an appointed local government manager. The Aurora City Council is comprised of the mayor and 10 city council members. Of those 10 members, six members represent one of the six wards that section the city. The remaining four members are elected at-large, like the mayor, to represent the city. The city of Aurora has 30 boards, commissions, committees and authorities composed of citizen volunteers appointed by



the Aurora City Council. The City Manager is appointed by and reports to the mayor and City Council.

It is an exciting time to work for the City of Aurora, we're growing and looking for dedicated and collaborative individuals to join our team of talented and valued employees. Excellent organizations have a set of principles, or core values, that are used to implement their mission and vision. Those values represent the touchstone for the organization, guiding the decisions of the individuals and the organization. At the City of Aurora, we demonstrate our excellence by modeling the CORE 4 Values.

THE CORE 4

**Integrity ♦ Respect ♦ Professionalism
♦ Customer Service**

"Aurora is built on a set of four core values that are used to carry out our mission and vision. As ambassadors, each and every [employee] respects these principles as the cornerstone of our city. We hold ourselves accountable to them, and we use them to guide the decisions we make."

To learn more go to:

www.auroragov.org/city_hall/core_4_values

POSITION OVERVIEW

The City Attorney's office, Civil Division's mission is to provide a comprehensive range of legal services to our clients in a timely and competent fashion and to vigorously defend any lawsuit filed against the City. The Civil Division prepares ordinances and resolutions, defends the City in litigation matters, and provides legal counsel to the City offices and City Council.

The Public Safety Attorney will provide, either directly or through their team of direct reports, the necessary and proper legal advice and services to the various agencies, commissions, boards, officers, and employees of assigned Client Group(s) to ensure that the activities of the City are conducted in accordance with the requirements of Federal, State, and local laws, as well as agreements and orders.

This is a management position that will have an emphasis in providing legal support to city management and public safety clients in the City of Aurora; this includes Police, Fire, Public Safety Communications, Code Compliance and Animal Services to name a few.

Key Areas of Responsibility:

- Act as a Leader of Change by working collaboratively with the leadership of public safety departments, divisions and city management proactively supporting and implementing the culture change strategy within their team.
- Develop and implement policies, procedures and programs to address issues of importance to public safety clients.
- Provide legal analysis and education to city and department management to allow informed decision making.
- Supervise attorneys assigned to provide legal support to police, fire, and other public safety related assignments.
- Provide direct legal support and advice to executive leadership teams of public safety departments as well as city management. Lead and develop direct reports by providing regular coaching and feedback on performance and work product (i.e., ordinances, resolutions, contracts and legal opinions), as well as regular training and developmental learning opportunities.
- Set clear objectives and action plans for and with direct reports; establish accountability through regular performance review meetings.
- Foster teamwork through regular team meetings, sharing best practices, peer coaching and solving legal issues affecting the team's clients.
- Keep City Attorney and Deputy City Attorney informed and involved as needed on critical legal issues and decisions affecting the City.
- Perform duties as an Assistant City Attorney by providing legal services and advice to members of the Client Group(s) as assigned; this may include litigation, preparation of legal documents and opinions, general advice and review of client policies.
- Ability to fulfill the role and responsibilities of supervision and interaction with the City Council as necessary.

- Supervise and lead direct reports, this includes but is not limited to making recommendations regarding selection, hiring, training, evaluating and disciplining of assigned employees. Address performance deficiencies with high sense of urgency in order to drive results.

CHARACTERISTICS OF THE IDEAL CANDIDATE

The ideal candidate will be an articulate, decisive, and highly motivated professional that possesses excellent political acumen and awareness. The successful candidate must be able to thoroughly research and analyze problems, evaluate risks, and develop sound conclusions and recommendations, as well as having the ability to intelligently explain legal concepts to different levels of audiences in a clear and direct manner. It is essential that candidates have effective communication and interpersonal skills to build productive working relationships with City Council, City Leadership, Department Heads, and community stakeholders, and have the ability to effectively provide advice in a respectful manner regarding the laws and policies surrounding legal matters and the differences in those aspects. Dedication to public service, ensuring the public's trust, a strong work ethic, exceptional analytical skills, creativity, flexibility, and sound judgment are essential. A legal background in police and fire services, and other areas of municipal government is highly desirable. Candidates must have thorough knowledge of Colorado and federal law pertaining to public safety services as provided by city government, rules of evidence and procedure, the Aurora Municipal Code, and local court rules.

MINIMUM QUALIFICATIONS

- A Juris Doctorate from an accredited law school.
- 5 years of progressively responsible experience in the active practice of law required with up-to-date legal knowledge.
- 2 years of supervisory experience. Candidates must be licensed to practice law by the Colorado Supreme Court and be in good standing or be eligible to and obtain such license within one year of employment through admission by motion AND be eligible to practice law in Colorado pending such admission at time of employment.

A minimum of 2 years of experience in providing legal advice to police and fire departments as well as municipal code enforcement is highly preferred.

An equivalent combination of education, training and experience that demonstrates required knowledge, skills and abilities may be considered.

COMPENSATION AND BENEFITS

The salary range for this position is **\$131,950 – \$197,872**.

The hiring range for this position is **\$131,950 – \$164,911**.

Starting salary to be commensurate on the qualifications and experience of the successful candidate. The City also offers an attractive benefit package. To learn more, go to:

<https://jobs.auroragov.org/benefits>

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

To be considered for this exceptional career opportunity, submit your résumé, cover letter, and a list of six work-related references (who will not be contacted without prior notice) by **Monday, June 14, 2021**. Résumé should reflect years and months of employment, beginning/ending dates as well as size of staff and budgets you have managed. Please submit your materials to: <https://www.cpshr.us/recruitment/1785>.

For additional information about this position please contact:

CPS HR CONSULTING

KYLIE WILSON

Senior Executive Recruiter

CPS HR Consulting

Phone: (916) 471-3325

Email: kwilson@cpshr.us

Website: www.cpshr.us

Candidates deemed to have the most relevant backgrounds will be invited to participate in a preliminary screening interview with the consultant. Those individuals determined to be best suited will be invited to participate further in a formal assessment process. An appointment is anticipated upon the completion of comprehensive reference and background checks.

