



STATE OF MONTANA
DEPARTMENT OF ENVIRONMENTAL QUALITY

Chief Legal Counsel

\$102,000 - \$112,000

Our Mission:

*To protect, sustain, and improve
a clean and healthful environment
to benefit present and future generations*





THE POSITION

The Chief Legal Counsel for Montana DEQ is a challenging and rewarding opportunity to be on the cutting edge of environmental policy, regulation, and legislation in a marquee State-level agency.

This position goes beyond legal expertise. In addition to being the principal legal counsel for the Department, you will have extensive management duties. In fact, your ability to manage personnel may be equally or even more important than your legal acumen. Your management responsibilities will be focused on the fine details of the Legal Division; however, your influence will also extend to the entire Department as a member of the Senior Leadership Team. The Chief Legal Counsel will be expected to participate with other members of the Senior Leadership Team in such diverse decisions as drafting environmental policy and regulation, developing the organizational culture, creating personnel policies, and making operational or process changes in the Legal Division and the entire Department.

CHIEF LEGAL OFFICER DUTIES

Some of your major duties may include:

- 1. Advice and Consultation:** Consults with and provides advice to the Director, Deputy Director, and Division Administrators regarding major issues facing the agency.



- 2. Legal, Legislative, and Agency Representation:**

Personally, or through legal staff, advises and represents the Department in administrative and judicial actions brought by the department or in which the Department is a named respondent or defendant. Chief Legal Counsel is responsible for determination of legal strategy in all cases.

- 3. Legal Drafting:** Prepares written legal memoranda and opinions; reviews, drafts and supervises the adoption, amendment and repeal of agency administrative rules; reviews and proposes necessary changes to Departmental contracts.

- 4. Leadership and Personnel Management:** Actively manages resources to ensure that the responsibilities and core values of DEQ are put into practice, both in the Legal Division and throughout the entire Department as a member of the senior leadership team.

To learn more, go to: deq.mt.gov

IDEAL CANDIDATE

As the Chief Legal Counsel at the Montana Department of Environmental Quality, in addition to being a good lawyer, you'll need strong management skills in order to help develop the kind of culture we are building. We're looking for someone passionate about protecting the environment while facilitating economic diversity and growth. A dynamic, collegial personality, with confidence to engage and foster teambuilding, is essential. The Chief Legal Counsel will engage with offices and agencies outside of DEQ, cultivating relationships with peers, constituents, and elected officials to best serve the public interest.

As a strategic thinker, the Chief Legal Counsel will be able to identify ambiguity in regulation and the law and craft remedies that provide solutions to problems. Always calm in stressful situations, they will possess high emotional intelligence in an often-contentious political arena. They will have a sense of humor and a lighthearted demeanor. Finally, the successful candidate will have strong writing skills. Cover letters for this position will be carefully examined for grammar, content, and form.

Additional characteristics/experience identified as providing value:

- Previous management experience, particularly in a government setting

- Ability to effectively communicate with the news media
- Demonstrated ability to work with divergent political opinions
- Embraces the supportive, team-oriented culture at DEQ

EDUCATION AND EXPERIENCE

- Hold a juris doctorate degree
- Be licensed to practice law in Montana state courts and the federal district court for Montana at the time of hire
- Have five (5) years of progressively responsible professional experience in environmental or constitutional law, including judicial litigation
- Have five (5) years of management experience
- Demonstrate strong leadership, analytical, and critical thinking skills
- Be skilled in understanding varying perspectives
- Be capable of effecting change
- Have demonstrated experience in negotiating, dispute resolution, decision-making, planning, goal setting, plan execution, continuous process improvement, and monitoring progress towards goals

Montana DEQ may consider alternative combinations of education and experience on a case-by-case basis.

COMPENSATION AND BENEFITS

Compensation and benefit package will be competitive and negotiable depending on the experience and qualifications of the chosen candidate. Benefits include:

- Montana Public Employee Retirement Administration (MPERA)
 - » Defined benefit or defined contribution plans available
- Medical, Dental, and Vision Insurance
- 15 vacation days, 12 sick days, and 10 holidays per year
- Life insurance, long term disability, wellness programs, flexible spending accounts, and employee assistance programs



- Montana DEQ also offers an impressive flexible work policy that accommodates the lifestyles of its employees through compressed workweeks, alternative work schedules, and comp time leave for salaried/exempt employees

ABOUT MONTANA DEQ

DEQ is charged with protecting a clean and healthful environment as guaranteed to our citizens by our state Constitution. Our mission is to protect, sustain, and improve the environment and maintain Montana's high quality of life for current and future generations. DEQ's responsibilities include administering the air quality program and mining program, and running the State's energy office; overseeing water quality including regulating discharges into waters and ensuring clean, healthy drinking water; licensing landfills, regulating underground storage tanks, and cleaning up Superfund sites and abandoned mines; running an enforcement office that investigates complaints and takes administrative and judicial enforcement actions; and administering the Montana Environmental Policy Act and the Major Facility Siting Act. The Department carries out its mission and statutory responsibilities by developing employees' professional growth in a challenging and creative atmosphere.



APPLICATION AND SELECTION PROCEDURE

This position is open until filled. To be considered for this exceptional career opportunity, submit your resume, cover letter, and a list of six work-related references (two supervisors, two direct reports and two colleagues) by the first resume review date of **Monday, August 12, 2019**. Resume should reflect years **and** months of employment, beginning/ending dates as well as size of staff and budgets you have managed.

Please go to our website to submit your application:
<https://executivesearch.cpshr.us/JobDetail?ID=482>

For further information contact:

CPS HR CONSULTING

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Resumes will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. Candidates deemed most qualified will be referred to the Department. Selected candidates will be invited to participate in further interview and selection activities. An appointment will be made following comprehensive reference and background checks.



ABOUT HELENA, MONTANA

Helena, population 31,429, is the capital of Montana. Located in the foothills of the Elkhorn Mountains near the headwaters of the Missouri River, Helena is an outdoor paradise. Here, you can hike the Continental Divide, hunt, fish, camp, boat, and ski – all without leaving the county and never getting stuck in traffic! If you do want to get “out of town,” you can reach two crown jewels of the National Parks Service only three hours away – Yellowstone National Park to the south and Glacier National Park to the north.

Helena has a deep history in the Old West, including gold and silver booms in the late 19th century. At one time, it was one of the wealthiest cities in the United States. As a result, many of its historic buildings retain a distinctive Victorian-style architecture.

Helena is at the intersection of I-15 and U.S. Highway 12 and enjoys many big city amenities such as an airport with service to Salt Lake City, Denver, Seattle, and Minneapolis; major international employers like Boeing, and a stable local economy due to the concentration of state agencies headquartered in the area. With Carroll College (Helena), the University of Montana (Missoula), and Montana State University (Bozeman) all nearby, Helena has excellent access to high quality education at all levels. Additionally, residents have many dining and retail options available in larger cities.

Finally, Helena offers an extremely affordable quality of life. The following table compares Helena to several other communities across the western United States.

City Name	Median Home Price	Cost of Living Index
Helena, Montana	\$220,100	100.8
Seattle, Washington	\$537,800	204.0
Los Angeles, California	\$549,800	195.1
Portland, Oregon	\$352,700	147.8
Denver, Colorado	\$322,900	144.2
Sacramento, California	\$287,600	127.5
Salt Lake City, Utah	\$266,800	126.8
Las Vegas, Nevada	\$209,700	120.1
Phoenix, Arizona	\$197,800	113.4
Boise, Idaho	\$206,800	106.7

DEQ
Montana Department
of Environmental Quality