



STATE OF MAINE, OFFICE OF THE ATTORNEY GENERAL  
**OUTSIDE CONTRACT ATTORNEY  
DHHS PUBLIC GUARDIANSHIP/  
CONSERVATORSHIP CASES**  
Penobscot / Piscataquis Counties

**Opening: April 2, 2021    Closing: April 30, 2021    Salary: See Below**

**Job Description:** Subject to approval and authorization of the Maine Attorney General, the Maine Department of Health and Human Services (DHHS) is seeking an outside counsel to represent DHHS in public guardianship / conservatorship cases in Penobscot and Piscataquis counties. Outside counsel will represent DHHS in contested guardianship and conservatorship cases in Probate Courts for those counties, which shall include making filings and drafting all pleadings as necessary. Outside counsel will work with DHHS and also the Office of the Attorney General (OAG) and OAG will provide oversight over outside counsel.

**Pay:** This is a contract position, paid at \$70/hour. Incidental services, such as research, preparation of documents and notices that are done by outside counsel's staff under his or her supervision, may be charged at the \$70/hour rate. Travel reimbursed at same rate per mile as for State employees. Outside counsel may charge \$70/hour for time spent travelling in connection with these legal services.

**Minimum Qualifications:** Not an entry level position. Two to three years of legal practice desired, preferably in probate court litigation. Applicants must be members of Maine Bar in good standing, have an eye for legal detail, be interested in complex probate litigation, and have strong legal advocacy and writing skills.

**Application Instructions:** Please prepare cover letter highlighting your experience and qualifications that make you a strong candidate for the position and the knowledge, skills and abilities required, a resume, a copy of your Maine Board of Overseers of the Bar certification and complete the direct hire application found here:

<https://mainebhr.recruiterbox.com/jobs/fk0uiiu/>

Job offer conditional upon verification of credentials, criminal records, driver's license check and professional license requirements, if applicable.

**Please direct all questions** to Assistant Attorney General Cody Hopkins via email at: [Cody.Hopkins@maine.gov](mailto:Cody.Hopkins@maine.gov)