



STATE OF MAINE, OFFICE OF THE ATTORNEY GENERAL
Outside Contract Attorney for DHHS Public Guardianship /
Conservatorship Cases – Cumberland County

Open: June 22, 2021
Salary: See below

Closing Date Extended: August 20, 2021

Job Description: Subject to the approval and authorization of the Maine Attorney General, the Maine Department of Health and Human Services (DHHS) wishes to hire an outside counsel to represent DHHS in public guardianship/conservatorship cases in Cumberland County. The outside counsel will represent DHHS in contested guardianship and conservatorship cases in the Probate Courts for Cumberland County, which shall include making filings and drafting all pleadings as necessary. The outside counsel will work with DHHS and also the Office of the Attorney General (OAG) and the OAG will provide oversight over the outside counsel. The following site provides information on the Office of the Maine Attorney General: <https://www.maine.gov/ag/>

Pay: This is a contract position. This outside counsel will be paid at \$90/hour. Incidental services, such as research, preparation of documents and notices that are done by the outside counsel's staff under his or her supervision, may be charged at the \$90/hour rate. Travel will be reimbursed at the same rate per mile as for State employees. The outside counsel may charge \$90/hour for the time spent traveling in connection with these legal services.

Minimum Qualifications: This is not an entry level position. Two to three years of legal practice is desired, and preferably in the area of probate court litigation. Applicants must be members of the 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: If you are interested in applying for this position, prepare a 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/fk0ug5q/>

Job offer to new hire is 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

The Office of the Attorney General is an Equal Opportunity/Affirmative Action employer.