**Government of the District of Columbia**

**Office of the Chief Financial Officer (OCFO)**



**Deputy General Counsel (Economic Development)**

**$122,503.00 - $185,265.00**

The Office of the Chief Financial Officer (OCFO) whose mission is to enhance the fiscal and financial stability, accountability and integrity of the Government of the District of Columbia is in search of a **General Counsel (Assistant).** This position is located within the Office of the Chief Financial Officer (OCFO), Office of the General Counsel (OGC). The Assistant General Counsel provides legal advice on a multitude of topics including: economic development, public finance, continuing disclosure, tax increment financings, appropriations, governmental grants, government procurement practices, and contracts.

**Duties include but are not limited to:**

* Conducting research of laws, legal opinions, policies, regulations, and cases bearing on legal issues involving policy, economic development, public finance, contracts, and government procurement practices
* Keeping abreast of changes in laws and regulations
* Reviewing documents presented to the CFO and/or General Counsel for approval and/or signature
* Serving as Freedom of Information Act (FOIA) Disclosure Counsel for OCFO FOIA requests
* Performing other related duties as assigned

**Minimum Qualifications:** Five (5) years of progressive experience performing the related duties such as: reviewing, analyzing, and drafting documents related to complex legal issues and legislation; serving as a legal advisor; and working knowledge of one or more of the following disciplines: Corporate Law, Legislation, Litigation, Commercial, Federal or State/Municipal Government, Labor Contracts, Public Finance, Economic Development, or other relevant disciplines.  
   
In addition – A Juris Doctorate degree or equivalent from an accredited law school is required and D.C. licensure or admittance to membership in the D.C. Bar in accordance with the D.C. Bar rules within six (6) months of employment. An official transcript must be submitted in order to be considered for the position. If applicable, your application package must include a U.S. evaluation of all foreign transcripts.  Acceptable foreign credential equivalency reports must be provided by organizations that have current membership with the National Association of Credential Evaluation Services (NACES) or the Association of International Credential Evaluators (AICE).

For initial review, please submit your resume to the Office of the Chief Financial Officer, Human Resources Division, located at 1101 4th Street, SW, Suite W220, Washington, DC 20024 or **to**[orlando.golding@dc.gov](mailto:orlando.golding@dc.gov)

To complete an application or for additional details related to this vacancy, please visit [www.cfo.dc.gov](http://www.cfo.dc.gov/) and reference announcement number: 24-AD-OGC-0001

The OCFO offers a competitive salary and benefits package including medical, dental, retirement, and educational assistance.

**The Office of the Chief Financial Officer is an EQUAL OPPORTUNITY EMPLOYER**