

**BRIAN SANDOVAL**  
*Governor*

**STATE OF NEVADA**

**PATRICK GAVIN**  
*Executive Director*



**STATE PUBLIC CHARTER SCHOOL AUTHORITY**

**1749 North Stewart Street Suite 40  
Carson City, Nevada 89706-2575  
(775) 687 - 9174 · Fax: (775) 687 - 9113**

**Unclassified Job Announcement**

**July 31, 2017**

**STAFF ATTORNEY (GENERAL COUNSEL)**

The Nevada State Public Charter School Authority (SPCSA) is seeking assertive and motivated applicants dedicated to education reform and accountability with the ability to make a profound difference for children and families throughout Nevada.

**About the SPCSA:** The Nevada SPCSA was created by Senate Bill 212 of the 2011 Legislative Session. The SPCSA is a young, small agency with big impact. The SPCSA is a statewide charter school authorizer and serves as the local educational agency for the fastest growing and most rapidly diversifying public school system in Nevada. The SPCSA exists to authorize charter schools of high-quality throughout Nevada with the goal of expanding the opportunities for pupils, including pupils who are at risk; provide oversight to ensure that sponsored charter schools maintain high educational and operational standards, preserve autonomy and safeguard the interests of pupils and the community; and serve as a model of the best practices in sponsoring charter schools and foster a climate in Nevada in which all high quality charter schools, regardless of sponsor, can flourish. By the fall of 2017, the SPCSA's 29 charter school boards will operate over 50 campuses and serve over 36,000 students. By 2020, the SPCSA aspires to serve 60,000 students in 4 and 5 star schools that reflect the diversity of their communities. For more information about the SPCSA, please visit the website at <http://charterschools.nv.gov>.

**The Position:** The 2017 Legislature approved the addition of this Staff Attorney position resulting in the SPCSA being one of the few state agencies that has its own in-house counsel. The Staff Attorney position is essential to success of the SPCSA's strategic goals. This position represents the SPCSA in complex litigation and administrative proceedings, provides strategic legal advice to the Executive Director and Agency Cabinet, ensures the enforceability of charter contracts and charter contract amendments, and is a critical driver in the development of new legislative and policy initiatives. The position also handles a variety of related education law matters assigned by the Executive Director based on the SPCSA's responsibility as both a charter school authorizer and a local education agency. A significant portion of the position's duties involve supporting the SPCSA in bringing and enforcing accountability actions against low-performing schools.

### **Position Characteristics:**

**Exempt Status:** This is an unclassified, at-will position that reports to and serves at the pleasure of the Executive Director of the SPCSA.

**Salary:** The annual salary reflecting retirement contributions by both the employee and the employer is up to \$101,495.00 (\$89,030.00 for employer only contribution). The salary is at the discretion of the Executive Director and will be based on a wide array of factors such as a candidate's experience, skills, and education.

**Benefits:** The State benefits package includes enrollment into the Public Employees' Retirement System ([www.nvpers.org](http://www.nvpers.org)), a choice of health insurance plans ([www.pebp.state.nv.us](http://www.pebp.state.nv.us)), eleven paid holidays, and paid annual leave and sick leave after required waiting periods. Other optional benefits are also available, including a deferred compensation program.

**Location:** The position will be located in Carson City or Las Vegas based on the selected applicant, but Carson City is highly preferred.

**Travel:** Travel up to 25% is required, mostly throughout Nevada but limited trips out of state will also be required. A valid driver's license or evidence of equivalent mobility is required at the time of appointment and as a condition of continuing employment.

**Background check:** Employment is contingent upon successful State of Nevada/FBI fingerprint based criminal history check. The selected applicant will be responsible for the costs of the fingerprinting and criminal history search.

### **The ideal candidate:**

- Is decisive, assertive, and communicates candidly.
- Demonstrates a passion for education reform, academic accountability, and educational equity.
- Is committed to the function and operation of the State Public Charter School Authority and its statutory obligation to sponsor schools of the highest quality.
- Possesses detailed knowledge of or the ability to quickly learn the Nevada's administrative procedures act, local court rules, Nevada rules of evidence, and Nevada appellate procedure as well as a working knowledge of state and federal education law, including ESSA/ESEA, IDEA, Section 504, and FERPA.
- Has a background and current experience in arguing contested cases, reviewing and preparing cases for trial, interviewing witnesses, and conducting bench trials.

**Minimum Qualifications:** Graduation from an accredited law school is required. Active membership in good standing with the State Bar of Nevada is highly preferred at the time of hire, but is required within six (6) months of hire date. Any costs or fees to obtain active membership with the State Bar of Nevada are the responsibility of the appointed applicant.

**Desired Experience:** Applicants should have a minimum of three (3) or more years as a licensed and practicing attorney. Two (2) or more years of experience in administrative procedures and litigation is highly desired. Experience in contract law at the county, state or federal level is preferred. Experience in educational law, special education and Section 504 compliance is also preferred.

**Required Skills and Abilities:** Applicants must be highly professional, well- organized, self-motivated, punctual, and prompt. Applicants must possess demonstrated skills in effective written and verbal communication. Also required are: above average legal research abilities; the aptitude to interpret and apply laws, court decisions, and legal precedent; skill in planning, prioritizing and executing timelines; and skill in representation of clients and/or in litigating cases. Applicants must have effective interpersonal skills to collaborate and work productively with SPCSA staff, board members, other attorneys, state and other agencies, judges, and the media.

*For further information not specifically contained in this announcement, contact Patrick Gavin at 775-687-9160.*

**The deadline for submittal of application materials is August 18, 2017.**

**Submit your resume and tailored cover letter to:**

Attention: Jennifer Bauer  
State Public Charter School Authority  
1749 Stewart Street, Suite 40  
Carson City, NV 89703  
Email: [jbauer@spcsa.nv.gov](mailto:jbauer@spcsa.nv.gov)  
Phone: (775) 687-9149  
Reference: Staff Attorney Recruitment

*Applications not submitted as directed above and/or those containing extraneous materials may not be considered.*

**In your cover letter please indicate how you heard about the position. If you heard about this position through a website, please specify which website.**

**Additional Informational Resources:**

National Association of Charter School Authorizers (NACSA) Principles & Standards:  
<http://www.qualitycharters.org/for-authorizers/principles-and-standards/>

SPCSA Strategic Plan:  
<http://charterschools.nv.gov/uploadedFiles/CharterSchoolsnvgov/content/PublicationsRpts/SPCSA%20Plan%20Updated%202016.pptx>