

JOB POSTING
BLUE HILLS FIRE DEPARTMENT BOARD OF FIRE COMMISSION – GENERAL COUNSEL
BLOOMFIELD, CT

The Blue Hills Fire District Board of Fire Commission is seeking a highly qualified and experienced attorney to join our team as the General Counsel for the District. Excellent advocacy, communication, legal research and writing skills are required. Qualified candidates should have a good understanding of fire districts, experience with contract law, ordinance, resolution and litigation. Substantive knowledge of municipalities, election laws, state statute for fire district, and Connecticut Freedom of Information Act (FOIA).

RESPONSIBILITIES: Legal Services required by the District, but are not limited to:

- Be available for general advice and counsel as required;
- Attend evening Commission meetings as required;
- Prepare and opine on proposed district ordinances, resolutions and policies;
- Provides advice and counsel to the Blue Hills Fire District Board of Fire Commissioners on a variety of legal issues including but not limited to annual district meetings, contracts, public information requests;
- Review and draft letters, contracts, indemnification agreements, consent forms and other miscellaneous forms and documents;
- Manage and develop litigation strategy in all courts (state and federal);
- Represents the District with property assessment appeal lawsuits;

SKILLS:

- The ability to manage and prioritize multiple complex matters;
- Exceptional oral and written communication and organizational skills;
- The ability to establish and maintain effective, collaborative working relationships with others;
- The ability to meet deadlines while handling multiple tasks;
- The ability to maintain professionalism under pressure;
- A strong sense of ownership of tasks and responsibilities;
- Strong interpersonal skills to work with the public and various Town agencies and officials;

QUALIFICTIONS:

- A law degree from an accredited law school;
- Admission to the Bar of the State of Connecticut required and in good standing;
- At least 5 years of experience as a practicing attorney with a specialization in litigation, contract law, fire districts;

Please e-mail your resume to dbanks@bluehillsfire.org or mail to Blue Hills Fire Department, P.O. Box 231, Bloomfield, Connecticut 06002, Attention Job Posting. Application accepted until position filled.