

KANSAS STATE UNIVERSITY
Assistant/Associate General Counsel

Kansas State University invites applications for the position of Assistant or Associate General Counsel. The successful candidate will perform legal research, client counseling, litigation, internal dispute resolution, policy review and development, contract review and negotiation, legal presentations and training seminars, and other duties concerning the full array of legal issues arising in the context of higher education, especially employment and constitutional law. The successful candidate will provide advice and representation to University administrators on issues including discrimination, constitutional rights, tort liability, intellectual property, contracts, immigration, real estate, tax and other legal matters. A more comprehensive position description can be found at <http://www.k-state.edu/attys/positiondescription.pdf>. Salary will be commensurate with experience.

Minimum qualifications:

- Law degree from an accredited law school
- 2 years of law practice
- Admission to practice in Kansas
- Superior academic record
- Demonstrated research, writing and oral skills
- Strong analytical and problem-solving abilities
- Initiative and intellectual curiosity
- Strong work ethic and professional integrity
- Ability to juggle shifting priorities and multiple, demanding projects
- Excellent judgment, attention to detail, organization and follow-through
- Ability to relate well to University personnel
- Good skills as a team member

Preferred qualifications (required for Associate position):

- Related work experience
- Litigation experience

Kansas State University is a public doctoral research institution with over 23,000 students and over 6,000 faculty and staff, located in the picturesque Flint Hills of northeastern Kansas, approximately 120 miles west of Kansas City. Manhattan is a city of 47,000 offering an exceptional quality of living, with excellent schools and diverse cultural and social activities.

Applications will be considered until the position is filled. The first review of applications will begin after November 12, 2009. A cover letter, resume, law school transcript, the names and contact information for at least three professional references, and a current writing sample should be sent via electronic mail to:

Dr. Charles E. Reagan, Chair
Search Committee
c/o Office of General Counsel
attys@k-state.edu

Kansas State University is an Equal Opportunity Employer. Background check required. K-State actively seeks diversity among its employees.