

PERAC
JOB OPENING

OFFICIAL TITLE: Associate General Counsel

AGENCY MISSION:

PERAC's mission is to provide regulatory oversight and guidance for the effective, equitable, and ethical operation of the Commonwealth of Massachusetts' public pension systems.

DUTIES:

1. As assigned by the General Counsel, conducts legal research and drafts opinion letters, reviews court decisions and newly enacted state and federal legislation and regulations.
2. Provides written comments to the Executive Director and the Commission.
3. Participates in disability and termination retirement approval review process and drafts proposed remand letters.
4. Researches, develops, and drafts legislation when required.
5. Assists in the preparation of agency public record requests.
6. Assist in the preparation of proposed regulation changes.
7. Represents PERAC at Retirement Board Hearings.
8. Responds to telephone inquiries on a daily basis from retirement boards or other interested parties, including members of the general public.
9. As assigned, represents PERAC in court or at administrative proceedings under the supervision of the General Counsel.
10. Assists in the preparation of and participates in the presentation of educational seminars.
11. Performs other work-related duties or special projects as assigned by the General Counsel.

QUALIFICATIONS:

Applicants must have a Juris Doctor (JD) Degree with a minimum of one year experience in civil litigation and/or administrative hearings. Member in Good Standing of the Massachusetts Bar. Candidates must have good writing and research skills. Knowledge and experience with G.L., c. 32 and public pension law is preferred.

SALARY RANGE: \$75,000-\$90,000

TOTAL COMPENSATION/BENEFIT STRUCTURE:

As a Commonwealth of Massachusetts employee, you are offered a great career opportunity but it's more than a paycheck. The State's total compensation package features an outstanding set of employee benefits which you should consider, including:

- Defined Benefit Retirement Plan
- Alternative Deferred Compensation Plan 457(b)
- 75% of paid medical insurance premium
- Low cost basic and optional life insurance
- Reasonable Dental and Vision Plans
- Flexible Spending Account and Dependent Care Assistance programs
- 12 paid holidays per year and competitive Sick, Vacation and Personal Time
- Tuition Benefit for employee and spouse at state colleges and universities
- Long-Term Disability and Extended Illness program participation options
- Incentive-based Wellness Programs
- Professional Development and Continuing Education opportunities
- Qualified Employer for Public Service Student Loan Forgiveness Program

Please submit your resume along with a writing sample online at:

https://massanf.taleo.net/careersection/ex/jobdetail.ftl?job=2400057B&tz=GMT-04%3A00&tzname=America%2FNew_York

An Equal Opportunity / Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.

The Commonwealth is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, gender identity or expression, sexual orientation, age, disability, national origin, veteran status, or any other basis covered by appropriate law. *Research suggests that qualified women, Black, Indigenous and Persons of Color (BIPOC) may self-select out of opportunities if they don't meet 100% of the job requirements. We encourage individuals who believe they have the skills necessary to thrive to apply for this role.*