



Cook County State's Attorney's Office Supervisor of Labor & Employment Law

Job Title: Supervisor, Labor & Employment Litigation ("L&E") Section

Department: Civil Actions Bureau, Daley Center

Position Description: The Civil Actions Bureau of the Cook County State's Attorney's Office is seeking a Supervisor to oversee the approximately 10 attorneys in the L&E Section of the Civil Actions Bureau. This is a full-time bargaining unit exempt position.

Working Environment & Reporting Structure: The Supervisor is responsible for coordinating the litigation defense of all labor and employment cases against Cook County and its agencies and officials. The Supervisor reports to the Chief of the Special Litigation Division of the Civil Actions Bureau.

Duties/Requirements: The L&E Supervisor will supervise a team of attorneys and outside counsel, and will personally handle high-exposure complex labor and employment matters. The Supervisor will lead the defense of Cook County's agencies and officials on a variety of labor and employment matters, and will provide guidance, direction, and training to the attorneys working within the Section. The Supervisor will also negotiate collective bargaining agreements as the State's Attorney's Office's chief negotiator.

Minimum Qualifications: Minimum 6 years of civil litigation experience, with experience in labor and employment litigation (including claims under Title VII, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Illinois Human Rights Act, and other employment statutes) and/or experience supervising other attorneys (formally or informally). Lead federal civil litigation experience as well as significant experience with administrative hearings, depositions, motion practice, and discovery. Varied bench and jury trial experience.

The applicant's experience must reflect excellent academic achievement, strong verbal and written communication skills, solid work ethic, attention to detail, accountability, sound judgment, good character, initiative, and interpersonal skills.

The applicant must show strong leadership and organizational skills and possess the ability to motivate others.

Must have Juris Doctor degree, with a license to practice in the State of Illinois. Additionally, the candidate should be admitted to the General Bar and Trial Bar for the Northern District of Illinois.

Preferred Qualifications:

- At least 10 years of civil litigation experience, with significant labor and employment experience and significant experience supervising other attorneys.
- Lead bench and jury trial experience.
- Experience in class action defense.
- Experience counseling clients on employment matters.
- Practice retaining and managing outside counsel and expert witnesses.
- Knowledge of traditional labor law including practice before the National Labor Relations Board or the Illinois Labor Relations Board on labor matters such as unfair labor practice and representation petition claims.
- Experience with collective bargaining negotiations, union grievances, and arbitrations.
- Proficiency in representing government clients on behalf of the Cook County State's Attorney and/or similar government agency.

Contact: To apply, forward a copy of your application and requisite documents found on the Cook County State's Attorney found on the website www.cookcountystatesattorney.org to Kathy Wallace, Director of Human Resources, at katherine.wallace@cookcountyil.gov by **Friday, June 25, 2021.**

Equal Employment Opportunity

The Cook County State's Attorney's Office (CCSAO) is an equal opportunity employer, which seeks to recruit, develop, and retain the most talented people from a diverse candidate pool. The CCSAO does not discriminate on the basis of race, color, religion, sex, pregnancy, national origin, age, physical and mental disability, sexual orientation, gender identity, gender expression, and any other characteristic protected by federal, state, or local law. Upon request, the CCSAO will provide reasonable accommodation for qualified individuals due to a disability or pregnancy.