

# Job Title: Banking Deputy General Counsel (Exempt)

Agency: Department of Financial and Professional Regulation

Closing Date/Time:

Salary: Anticiapted \$111,444

Job Type: Salaried Full Time

County: Cook

Number of Vacancies: 1

Plan/BU: Exempt under 4d(1), (2), (3), or (6) Gubernatorial (Management Bill) 000

\*\*\*\*A RESUME IS REQUIRED FOR THIS JOB POSTING\*\*\*\*

Please send a DETAILED Resume/Curriculum Vitae (CV) and a cover letter to

[Tyler.Hanners@Illinois.gov](mailto:Tyler.Hanners@Illinois.gov). Please note that the Department of Financial and Professional

Regulation must verify proof of higher education for any degree earned and law license (if applicable) before any offer can be extended.

## Job Responsibilities

Subject to management approval of the General Counsel, manages the Banking Program Counseling Section of the Office of Legal Affairs. Advises the Director of the Division of Banking (DOB) and other senior management in DOB regarding legal policy and regulatory affairs of commercial banking and mortgage banking. Serves as spokesperson for the Department and legal advisor to the Director concerning the interpretation and application of all federal and state law and regulations. Develops legal positions relative to legislation. Serves as full line supervisor. Travels to various sites for hearings, internal and external meetings.

1. Advises the Director of DOB and other senior management in DOB regarding legal policy and regulatory affairs of commercial banking and mortgage banking.
2. Serves as spokesperson for the Department on various sensitive and confidential legal matters. Meets and confers with legislative and DOB committee members regarding interpretation of state Banking related laws, Department rules and regulations.
3. Serves as legal advisor to the Director concerning the interpretation and application of all federal and state law and regulations.
4. Develops legal positions relative to legislation, both current and proposed, as to the effect on DOB, the Department and/or the licensing and regulatory processes. Provides legal counsel in the drafting of specific legislation and amendments to current laws.
5. Directs and supervises subordinate staff in the conduction of various legal activities relating to the statewide administration of the Banking related professional licensure acts as they apply to licensure and compliance with statutory obligations.
6. Travels and represents the Department at conferences with federal, state, county and municipal officials and representatives of other agencies and the public; attends various meetings, conferences, schools, seminars and programs as instructor, participant, speaker or technical expert.
7. Develops program goals and objectives. Prepares reports of unit activities and progress. Determines need for revisions; revises and implements new procedures and methods.
8. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

## Employment Conditions

Requires law degree and possession of a license to practice law in Illinois. Requires four years progressively responsible administrative experience in law. Requires thorough knowledge of judicial and quasi-judicial procedures at all levels. Requires thorough knowledge of common law, Federal and State laws and regulations pertaining to the agency program. Requires thorough knowledge of legal methods, practices and procedures in the assigned agency. Requires working knowledge of principles of administration and management, including organization, control and techniques used in dealing with

management and procedural problems. Requires ability to plan, layout and coordinate the work of a professional staff; to draft complex and technical legal documents; to analyze and appraise facts, evidence and precedents in developing pertinent issues and in applying fundamental principles to unusual, difficult and complex problems and to give full and complete, though brief, expression to such issues and facts, evidence and precedents pertaining to same; to apply legal methods, practices and procedures to the overall operations of a large department; and to develop and maintain effective public contacts and satisfactory working relationships with others at all levels in State, Federal and local government. Requires the ability to travel.

**Education Degree**

Requires graduation from a recognized law school

Work Hours: 8:30am - 5:00pm Mon - Fri

Work Location: 555 West Monroe Street Chicago IL 60661

Agency Contact: Tyler Hanners

Email: Tyler.Hanners@illinois.gov

Job Function: Administration/Management; Legal and Compliance

Revolving Door:

Certain provisions of the revolving door restrictions contained in 5 ILCS 430/5-45 apply to this position. As a result, the employee should be aware that if offered non-State employment during State employment or within one year immediately after ending State employment, the employee shall, prior to accepting any such non-State employment offer, notify the Office of the Executive Inspector General for the Agencies of the Illinois Governor ("OEIG") or may be subject to a fine.