



FAIR POLITICAL PRACTICES COMMISSION

JOB OPPORTUNITY BULLETIN

POSITION: ATTORNEY, FPPC
325-100-6185-004

DIVISION: LEGAL DIVISION

SALARY: \$7,737 - \$11,676

FINAL FILING DATE: AUGUST 22, 2024

DUTIES AND RESPONSIBILITIES

Legal Advice. Prepare responses to written and email advice requests and Commission opinion requests. These advisory letters and opinions involve various fact patterns, numerous legal issues, and important policy determinations. Written legal advice may be rendered for the Governor and members of his cabinet, other constitutional officers, state legislators, state agency heads, county supervisors, city councilmembers and mayors. The advice involves varied issues including conflicts of interest, Government Code Section 1090 conflicts in contracts, gifts, campaign finance and reporting rules, revolving door restrictions and lobbying rules. Also includes providing oral advice.

Regulations. Formulates and drafts complex regulations for presentation to the Commission for adoption.

Compliance and Education. Prepare website content, guides, fact sheets and other compliance materials. Speaks on panels and gives presentations about the Political Reform Act's ethics rules to groups and organizations. Review campaign and lobbying forms, educational materials and filing schedules prepared by FPPC staff.

Advising Commission. Advise the Commission and Commission staff on the interpretation and analysis of laws, court decisions, rules and regulations affecting the duties, functions and responsibilities of the FPPC.

Litigation. Draft and prepare litigation in which the Commission is involved. The Commission's attorneys may represent the Commission at the trial, appellate and Supreme Court levels. This work involves the preparation and review of pleadings, briefs and declarations, in addition to personal appearance in courts throughout the State. Attorneys also coordinate with and prepare California Attorney General's Office attorneys in their representation of the Commission in litigation matters.

Legislation. Analyzes legislative proposals that affect the Political Reform Act and prepares fiscal estimates of bills. Drafts proposals to be presented to the Legislature on behalf of the Commission.

Conflict of Interest Codes. Reviews conflict of interest codes submitted by state and multi-county agencies and advises the Executive Director and staff regarding the codes.

SPECIAL REQUIREMENT: This position may be eligible for telework. The amount of telework is at the discretion of the Department and based on Fair Political Practices Commission's current telework policy. While FPPC supports telework, in-person attendance may be required based on operational needs. Employees are expected to be able to report to their worksite with minimal notification.

Who May Apply: Individuals who have eligibility for appointment to the above class (e.g., transfer, list, reinstatement).

How to Apply: Applications will be screened and only the most qualified candidates will be scheduled for an interview. If you wish to be considered for the position, please apply at <https://calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=442372> or forward a State application (STD. 678) and résumé to:

Fair Political Practices Commission
Personnel Office
1102 Q Street, Suite 3050
Sacramento, CA 95811

