



OFFICE OF THE PRESIDENT
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GENERAL COUNSEL

The Maine Community College System is seeking applicants for the position of General Counsel. Reporting directly to the System President, this position is responsible for system-wide legal matters. The General Counsel is the MCCS' chief legal advisor for all student, employee, corporate, and governance affairs. The General Counsel provides both remedial and preventative counsel. The position has many responsibilities, including compliance, training, document reviews, drafting policies and procedures, reviewing draft legislation, and overseeing litigation before state and federal courts and agencies. The General Counsel works primarily with System leadership, college presidents, and college deans. The position also advises the MCCS Board of Trustees, staff, and related Foundation.

MINIMUM QUALIFICATIONS: J.D. and B.A or B.S., and member of the Maine bar. At least 15 years' experience practicing law in complex areas with diverse clients. Experience working with educational clients, institutional or governmental clients, and political processes. Experience managing a very active practice with independence and limited support. Ability to prioritize, assess, judge fairly, and decide upon diverse issues promptly and effectively. Ability to listen well, treat others respectfully, and earn the trust of diverse clients in order to be sought, persuasive and effective. Excellent oral and written communications skills, and excellent personal and professional reputation.

PREFERRED KNOWLEDGE, SKILLS AND ABILITIES: Familiarity with the operations of MCCS, and a personal background attuned to the mission, values, and culture of the community colleges.

APPLICATION PROCEDURES/DEADLINE: Interested persons should submit a cover letter, resume and three references by close of business February 4, 2022, to General Counsel Search, Maine Community College System, at hr@mccs.me.edu.

The MCCS requires COVID-19 vaccination(s) consistent with the requirements of reasonable accommodation.

MCCS is an equal opportunity/affirmative action institution and employer. For more information, please call (207)629-4000.

January 24, 2022