

CONTACT US

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OFFICE OF
LEGISLATIVE
COUNSEL



HELP SHAPE THE FUTURE OF CALIFORNIA
BECOME A LEGISLATIVE LAWYER



CALIFORNIA OFFICE OF LEGISLATIVE COUNSEL

The Office of Legislative Counsel has a proud history, dating to 1913, of providing legal expertise to assist the California State Legislature. The agency also provides leading-edge technology services that support the legislative process. Headed by Legislative Counsel Diane Boyer-Vine, the Legal Division of the office is situated across the street from the Capitol in downtown Sacramento.



THE REWARDS OF A CAREER AS A LEGISLATIVE LAWYER

Within the office's Legal Division, approximately 80 attorneys draft legislation and provide legal guidance to Members of the California Legislature. Attorneys also assist the Governor and other state officers by providing legal services relating to the legislative process.

As legislative lawyers, attorneys in the Office of Legislative Counsel practice in a legal specialty that involves:

- * Expertise in a wide range of constitutional issues, including provisions of the California Constitution that specifically address the exercise of legislative power.
- * The ability to provide effective legal guidance to 120 Members of the Legislature and legislative staff, shaping public policy decisions that impact California law.
- * The knowledge and skills to draft legislation that will effectively amend the law to achieve a Member's goals, in the context of existing statutes, judicial interpretations, and constitutional parameters.

Attorneys at the Office of Legislative Counsel practice law in a collegial and intellectually challenging environment. They draft legislative proposals, and provide guidance to legislators on novel and complex legal matters, with respect to every subject area of California law, including the issues that are currently of greatest public concern. Their expertise as legislative lawyers directly contributes to the quality of state laws affecting all Californians.

The Office of Legislative Counsel has an attorney-client relationship with each Member of the Legislature and his or her staff, as well as with the Governor. The work of the office is nonpartisan.



WHAT WE DO

The legal services provided by legislative lawyers in the Office of Legislative Counsel include the following:

- ✿ Preparing the drafts of virtually every legislative proposal that is considered by the Legislature, including bills, constitutional amendments, resolutions, and amendments to those measures. The drafting of legislation involves legal research, constitutional analysis, and knowledge of the statutory context within which the legislation is to operate.
- ✿ Providing counsel to legislative committees.
- ✿ Providing legal opinions and advice on a variety of constitutional and other issues concerning state law in response to requests from Members of the Legislature or the Governor.
- ✿ Representing the Senate and Assembly in litigation.
- ✿ Preparing contracts for services to the Senate and the Assembly.



OUR VISION, MISSION, AND VALUES

VISION

Knowledge professionals of choice for the California Legislature and other clients.

MISSION

The Office of Legislative Counsel provides excellent, timely, and nonpartisan legal service and legislative technology to address client needs.

VALUES

INTEGRITY: *We commit to doing the right thing, professionally and ethically.*

CUSTOMER & CLIENT SERVICE: *We are sensitive to customer and client needs, delivering quality products and services that best meet those needs.*

EXCELLENCE: *We are dedicated to building and developing our individual and collective expertise, to enhance the quality of the service we provide to our customers and clients.*

TEAMWORK: *We work collaboratively to achieve our mission.*

EMPLOYEE BENEFITS

Civil service employees at the office enjoy a wide range of benefits including:

- * Competitive public-sector salary.
- * Comprehensive medical, dental, and vision coverage.
- * Generous vacation or annual leave and paid holidays.
- * Retirement benefits through the California Public Employees' Retirement System, the nation's largest retirement system. Additional pre-tax retirement savings opportunities through the optional 401(k) program.
- * Full reimbursement of California State Bar dues.
- * Flexible working hours.
- * Individual training programs and opportunities.

For additional information concerning employee benefits, including the current civil service salary levels, visit these sites:

Office of Legislative Counsel
www.legislativecounsel.ca.gov

California Department of Human Resources
www.calhr.ca.gov



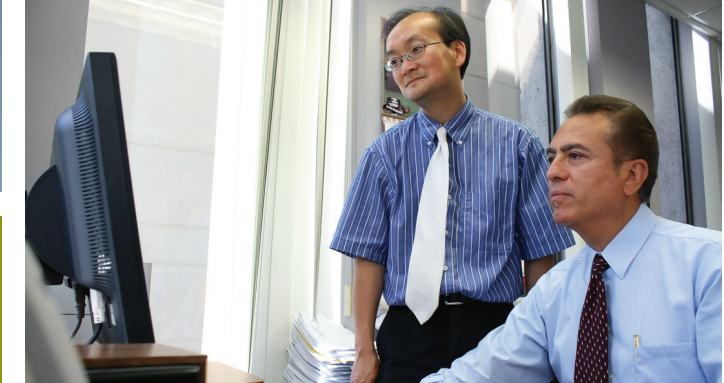
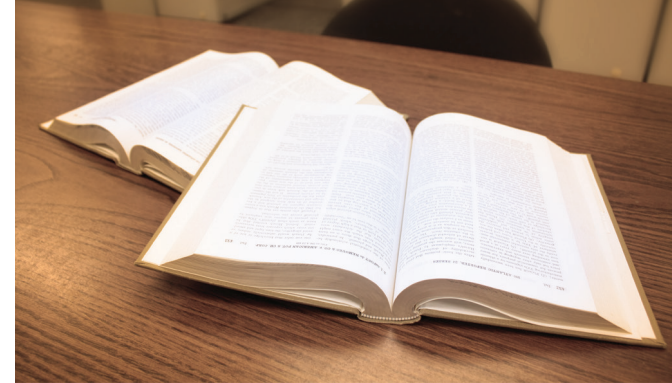
JOINING THE OFFICE

HOW DO I BECOME A MEMBER OF THE TEAM?

The Office of Legislative Counsel is an agency within the California civil service system. A person's eligibility for employment and subsequent promotion within the office is based on the successful completion of a competitive civil service examination that is specific to the job classification in which an individual seeks employment. Offers of employment are extended to eligible persons whose individual backgrounds demonstrate the intellectual ability and client-service skills to meet the challenge of providing legal services to the California Legislature. The office is an equal opportunity employer. Contact the Human Resources unit in the office to find out when the next examination is scheduled.

ATTORNEY POSITIONS

Entry into the permanent full-time staff attorney position at the office occurs at either the Graduate Legal Assistant (law graduate waiting for State Bar results) or Deputy Legislative Counsel (State Bar membership) level. Classifications and compensation levels are based on the number of years of practice of law after admission to the Bar. Promotion up through the Deputy Legislative Counsel III level may occur through an examination process after not less than six years of practice of law. A senior attorney may compete for promotion to the Deputy Legislative Counsel IV position, or to a Principal Deputy position as a legal supervisor or manager.



LAW STUDENT INTERNS

The office has a paid summer internship program designed to provide law students the opportunity to become familiar with the office and its operations.

To qualify, an individual must have successfully completed the equivalent of two academic years (56 semester units) in a state- or ABA-accredited law school. Summer internship positions are filled through an interview process conducted at various locations within the state the preceding fall.

An open civil service examination for permanent legal employment is given near the end of the summer internship period. A successful candidate may receive an offer for legal employment to commence after graduation from law school.

Each intern is provided with one or more mentors and is assigned to a variety of subject areas. Meetings and tours are organized to acquaint the interns with the legislative process and the operations of the office, and events are planned so that interns can get to know other interns, the legal staff, and other employees of the office.

Summer interns take on the tasks and duties usually performed by a Deputy Legislative Counsel, such as drafting legislation and working on legal opinions. This provides a summer intern with the opportunity to experience firsthand what it would be like to work for the office as an attorney.



THE SACRAMENTO COMMUNITY

With a population exceeding 2 million, the Sacramento metro region is a diverse and growing community. The area boasts, along with the center of state government, high-technology business, a growing wholesale and retail trade, and manufacturing and service industries.

Sacramento is located where the American and Sacramento rivers meet, 85 miles northeast of San Francisco and 95 miles southwest of Lake Tahoe. The location is ideal for outdoor activities, with a number of community and regional parks, bike trails, golf courses, and plenty of water recreation opportunities on the rivers or nearby Folsom Lake. In the winter, major ski slopes are less than two hours away.

In addition to being the home of several professional sports teams, Sacramento supports a growing dining and nightlife scene and a thriving fine arts community, which includes a chamber orchestra, several active theater and ballet companies, and the Crocker Art Museum.

The Sacramento region features an urban or rural lifestyle, affordable housing, and an international airport. It has an established public transit system, including buses, light rail, and train service, which links Sacramento to areas from Auburn to San Jose, including connecting bus service to San Francisco and other locations. Sacramento area schools include the fifth largest primary and secondary school

Features of the Sacramento region make it perfect for enjoying the best of city life and the great outdoors!

district in California; several community colleges; California State University, Sacramento; University of California, Davis; and the University of the Pacific McGeorge School of Law.

