

UNIVERSITY OF WISCONSIN SYSTEM  
POSITION ANNOUNCEMENT  
SENIOR SYSTEM LEGAL COUNSEL

The University of Wisconsin System Administration invites applications for the position of Senior System Legal Counsel in the Office of General Counsel. The University of Wisconsin System is one of the largest systems of public higher education in the country, serving more than 175,000 students and employing more than 32,000 faculty and staff statewide. The system includes 13 four-year universities, 13 two-year colleges and a state-wide UW-Extension. The Office of General Counsel provides legal services and support to the Board of Regents, and to the officers, employees and agents of the UW System Administration, the campuses and UW-Extension.

**Responsibilities:** The Senior System Legal Counsel (“Counsel”) position is a professional, academic staff position under the supervision of the General Counsel. The duties of the position include rendering oral and written advice on a broad array of complex and novel legal subjects to the Board of Regents, the President of the System, Chancellors and other System Administration and institutional executives, managers and staff. The Counsel provides legal representation for officers and employees of the UW System before federal and state administrative agencies in matters involving discrimination, personnel, and labor issues. The Counsel also provides advice on the interpretation and implementation of constitutional, statutory, and administrative rule requirements; negotiates and advises on contracts and other transactional matters; assists in the investigation and preparation of litigation matters in cooperation with the Attorney General’s Office; and participates in training and preventive law presentations for UW System staff.

The Office of General Counsel is located in Madison, Wisconsin.

**Qualifications:** Candidates must have graduated from an A.B.A. accredited law school; be admitted to and in good standing with the State Bar of Wisconsin, or be eligible for licensure, by the start of employment. Candidates must also possess a minimum of seven years of experience practicing law, reflecting increasing levels of responsibility. Experience in addressing a broad range of legal issues is required. Superior communication skills, both written and oral, as well as a demonstrated ability to work in a collegial and professional manner with peers and clients, are required. The Counsel position also requires the ability to exercise independent judgment and professional discretion in the identification, management, and resolution of legal problems relevant to higher education. The position further requires the ability to analyze legal problems, conduct legal research, and make written and oral presentations before various UW System constituents, governmental agencies and various outside organizations. Some travel, in and out of state, is required.

Preferred qualifications include experience in advising higher education institutions and a demonstrated intellectual interest in higher education issues; a proven record of ability to manage complex and novel legal issues; and familiarity with the constitutional, statutory and regulatory framework applicable to, and policy issues affecting, public institutions of higher education.

**Compensation:** The salary is commensurate with experience and qualifications, and includes an excellent benefits package with employer-paid retirement.

**Other Information:** Questions about the position may be directed to Tomas Stafford, Search and Screen Committee Chair, at:

1802 Van Hise Hall  
1220 Linden Drive  
Madison, WI 53706  
608-263-6105

Additional information regarding the UW System and the Office of General Counsel can be found at [www.uwsa.edu/gc-off/](http://www.uwsa.edu/gc-off/).

The position requires a criminal background check at the finalist stage.

**Application Procedure and Deadline:** Applications must be received by 4:30 p.m., September 30, 2009. To apply, please send a cover letter explaining how your skills and experience relate to the responsibilities and qualifications above; a current professional resume; a statement of whether you wish to have the application held in confidence or made available to the public on request; and the current name, address, email and phone number of at least three supervisory references to:

Demi Wiemann  
Office of Human Resources  
780 Regent St. Suite 230  
Madison, WI 53715  
Phone: 608-263-4390 FAX: 608-265-9834  
E-mail: [dwiemann@uwsa.edu](mailto:dwiemann@uwsa.edu)

Please also include a statement indicating where you saw the ad/posting for this position.

Pursuant to Wisconsin Statutes, a list of all nominees and applicants who have not requested in writing that their identities be withheld will be released upon request. The identities of all candidates who become finalists will be revealed upon request.

*UWSA is an AA/EEO employer. We promote excellence through diversity and actively seek and encourage applications from women, minorities, veterans and persons with disabilities.*