MASSACHUSETTS COMMUNITY COLLEGE SYSTEM
OFFICE OF THE GENERAL COUNSEL

The Office of the General Counsel for the Massachusetts Community College System has broad responsibilities on legal matters involving the fifteen community colleges. We seek an attorney to join our dynamic and collegial work environment and team of experienced attorneys who work directly with and advise Presidents, Trustees and senior administrators on system-wide and college-specific policies and procedures and state and federal law compliance (ex. FERPA, FMLA, Title IX, ADA, SEVIS, Public Employees Labor Relations, Procurement, Real Estate, Data Breach, State Ethics, Public Records, Open Meeting and Tort Claims); review and draft contracts and agreements; prepare advisories and memoranda; conduct training; administer collective bargaining agreements including negotiations, impact bargaining and grievance mediations/arbitrations, representation before state and federal agencies (ex. DLR, AAA, MCAD, EEOC, and OCR), collaborate with AGO on litigation, and maintain positive relationships with higher education stakeholders such as EOE, DHE, DESE, and DCAMM. Competitive state salary and benefits. Successful applicant must be a Massachusetts Bar member in good standing with excellent writing, research, organizational, and interpersonal skills; strong legal reasoning, analytical, and problem-solving abilities; capacity to analyze and articulate legal concepts and complex issues to a variety of audiences, ability to work autonomously, take feedback and direction as needed, and exercise considerable judgment and discretion. Minimum requirement of five years experience as a licensed attorney and preferably in one or more of the following legal areas: Education, Discrimination, Employment, or Public Sector Labor. Compliance with the colleges’ COVID-19 vaccination policy is required. Applications will be reviewed upon receipt with anticipated start date in March 2022. Submit a letter of interest and resume to lawoffice@middlesex.mass.edu or Office of the General Counsel, c/o Middlesex Community College, Springs Road, Building 2, Bedford, MA 01730.

An Equal Opportunity Employer