



Position:	Counsel	Starting Salary Range:	\$72,143 - \$85,077
Organization:	Supreme Court of Pennsylvania Rules Committee	Location:	Harrisburg
		Category:	Professional
		Posting Date:	January 12, 2022
		End Date:	January 28, 2022

Remarks: Starting salary will vary depending upon the qualifications and employment history of the selected candidate.

Description:

The position of Rules Committees Counsel ("Counsel") performs non-supervisory legal duties primarily in support of the Supreme Court of Pennsylvania's Domestic Relations Procedural Rules Committee. Work involves having responsibility for legal matters that are typically unique and technical in nature. The difficulty of legal issues is sometimes complex and novel. The supervision received is general in nature from Chief Counsel.

Responsibilities:

- Within the rulemaking process, serving as a liaison between the Court and the Committee.
- Interacting with Supreme Court of Pennsylvania Justices and staff, judiciary employees, Committee members, and other stakeholders on matters related to procedural rules, including the monitoring, development, promulgation, and application of the rules.
- Receiving inquiries related to the rules and relaying same to the Committee.
- Monitoring pending legislation, publications and decisional law for developments and other items of interest to the work of the Committee and relaying same to Committee members.
- Legal research and writing in the form of correspondence, reports, and memoranda on topics and issues relevant to the Committee's work.
- Drafting rules and recommendations for public comment and for submission to the Court.
- Preparing and providing presentations to the public and stakeholders on the rules and the work of the Committee.
- Upon consultation with the Committee Chair, preparing agendas and accompanying materials for use by the Committee or subcommittees of same.
- At the direction of the Committee Chair, presenting analysis and leading Committee or subcommittee discussions of agenda items.
- When required, reviewing local rules for consistency with state rules of procedure.
- Working with other counsel on joint-committee projects.
- Any and all other necessary work so directed by the Court or Chief Counsel.

Minimum Qualifications:

- A minimum of five years of experience in the practice of family law wherein knowledge of the procedural rules applicable to family law matters has been obtained.
- Superior communication, interpersonal, research, analytical, and writing skills.
- Self-motivation and the ability to work with minimal supervision.
- Admission, in good standing, to the Bar of the Supreme Court of Pennsylvania.
- Capacity for overnight travel within the Commonwealth several times a year.

How to Apply:

Candidates interested in applying for this position are requested to submit a written resume (video or audio resumes will not be accepted), along with a cover letter noting salary requirements to:

Daniel A. Durst, Esquire

Unified Judicial System Hiring Policy

The Unified Judicial System of Pennsylvania recruits, employs, and promotes the most qualified applicants without regard to their political affiliation, race, color, age, national origin, sex, sexual orientation, gender identity or expression, religion, disability, or other non-merit facts or considerations. Reasonable accommodations will be provided to applicants with disabilities as may be necessary to ensure that all applicants are given a fair and equal opportunity to compete for all employment positions. Applicants who need accommodation for an interview should request so in advance. UJS hiring and employment policies and procedures are intended to conform to all applicable state and federal laws governing fair and non-discriminatory hiring and employment practices and are subject to change as necessary to remain in compliance with such laws.