



CITY OF
BAINBRIDGE ISLAND

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WASHINGTON
City Attorney Recruitment

The City of Bainbridge Island seeks an experienced, tactful, adroit, and responsive individual to serve as its next City Attorney. The City Attorney holds a critical role in advising the City Manager, City staff and the City Council, supporting the organization's goals and policies while offering insights on risks and strategies.

A Message from the City Manager



I personally invite you to apply for a wonderful professional opportunity as City Attorney for the City of Bainbridge Island. Bainbridge Island is located in Puget Sound, west of Seattle. It is a unique semi-rural suburban community known for its natural beauty, rich

history, and vibrant arts community. Please note the emphasis on unique. Frankly, I do not know of any community like it.

The entire island is an incorporated City and as a City it is relatively “young.” The Municipal Corporation’s form of government is Council-Manager. The city’s staff consists of high-performing professionals and the guidance provided by the City Attorney is a key ingredient in staff’s performance.

We are looking for a thoughtful, dedicated City Attorney, who can differentiate the important from the unimportant - someone who understands land use and the complications of living on an environmentally sensitive island. Our team places a high value on our quality of life. We are seeking someone with a pleasant demeanor who is a pleasure to work with.

The work of the City of Bainbridge Island is not easy. If you are someone who embraces uniqueness, enjoys contributing to a community, and wants meaningful work, then this is the position for you.

Sincerely,

A handwritten signature in blue ink that reads "Blair King". The signature is fluid and cursive.

Blair King
City Manager



About Bainbridge Island, Washington

The Island is a vibrant and civic-minded community located in the Puget Sound—only a 35-minute ferry ride from the bustling urban life of Seattle. With just over 25,000 residents, Bainbridge Island has maintained a small-town, family feel by preserving and enhancing the special character of the Island. Life on the Island offers highly-rated schools, neighborly connections, an enjoyable arts and entertainment scene and many recreational activities.

The mild, marine-influenced climate creates an idyllic environment for the farms, wineries, hiking trails, shorelines, and local arts of the City. The energetic downtown area—featuring boutique shops, restaurants, the Bainbridge Island Museum of Art, and a waterfront park—creates an enjoyable hub for a diverse community. A strong entrepreneurial spirit is exemplified by the locally owned storefronts on Winslow Way, and at the neighborhood service centers found at Lynwood Center, Rolling Bay, and Island Center.



About the Organization

The City of Bainbridge Island operates under a Council/Manager form of government, with a City Manager appointed by and serving seven elected City Council members. The City Attorney works under the City Manager to support and implement the City Council's directives and vision. The City's high-performing management team relies on a culture of collaboration to address challenges and build trust inside the organization and within the community. A City staff of 140 FTE are responsible for public safety, public works, land use and municipal court services covering the Island's almost 28 square miles.

About the Position: City Attorney

The City Attorney provides comprehensive legal services to the City. As the City Attorney, you will be a vital member of the City's leadership team, supporting the decision-making of both the City Council and City administration. You will report to the City Manager and will have the support of a Deputy City Attorney (a position that is currently open and for which you will help select a candidate to fill).

In this role, you will apply innovative and logical reasoning abilities to legal matters, attend City Council meetings, and oversee all legal activities of the organization, including managing outside legal counsel assignments. Additionally, you'll draft and interpret City ordinances, resolutions, policies and contracts. This is a full-time position.



In this role, you will:



Provide ongoing legal and strategic advice to the City Manager and City departments through direct consultation and written legal opinions.



Analyze legal trends to present alternatives to the City Manager, various City departments and City Council concerning major issues facing the City.



Represent the City in civil actions where the City is a party in state and federal courts and before administrative agencies; coordinate outside counsel services as needed.



Supervise the work of a deputy city attorney.

The Ideal Candidate

You are a focused, efficient, and, and dedicated attorney with land use experience, preferably in Washington. You are attentive to details, able to communicate effectively and demonstrate strong interpersonal skills while working with the City Manager, City staff, City Council and members of the community.

You have extensive knowledge of municipal law and will maintain an understanding of the City's political environment to implement proper strategy in the application of law. You have the ability to understand and express technical language simply and concisely, to resolve conflicts with poise and to maintain effective working relationships. You have experience managing others.

Qualification Requirements

- Juris Doctorate Degree
- 5 years of municipal law experience
- License to practice law in the State of Washington
- Member of Washington State Bar Association

Benefits

The annual salary range for the City Attorney is \$147,858-185,401.

- **Medical Insurance:** Choice between PPO and HMO health plans
- **Dental and Vision Insurance:** Employee and all eligible dependents covered 100% by the City
- **Life Insurance:** \$40,000 basic life insurance paid for by the City
- **Retirement Savings:** PERS and Deferred Compensation savings plans
- **Vacation Leave:** 12-24 days per year, increases with longevity
- **Holidays:** 12 fixed days and 1 floating day annually
- **Sick:** 12 days annually
- **Exempt Leave:** 48 hours annually, pro-rated in first year
- **Other Benefits Include:** long-term disability, flexible spending account for health and dependent day care, AFLAC, dependent tuition savings plan, wellness program, employee assistance program, commute trip reduction allowance

How To Apply:

To be considered for this position, please submit your resume and cover letter to TS Talent Solutions at talent@tripepismith.com.

If you require additional information or have any questions, please contact Ryder Todd Smith at (625) 536-2173.