

Apply at: [LITIGATION ADVOCACY ATTORNEY \(paycomonline.net\)](https://paycomonline.net)

OOIDA is seeking an attorney to support the development of OOIDA's advocacy efforts and serve as OOIDA's key point of interpretation and guidance on proposed and passed legislation and regulations.

### **Essential Duties and Responsibilities**

- Monitor and analyze proposed bills affecting OOIDA members and priorities
- Monitor and analyze proposed regulations affecting OOIDA members and priorities
- Coordinate with litigation counsel on cases related to advocacy and act as liaison with OOIDA and outside counsel
- Advise executive staff on legal matters relating to advocacy
- Strategic planning and guidance regarding ongoing and future advocacy efforts.
- Hire and fire local counsel; work with local counsel throughout litigation related to advocacy; review and approve invoices for litigation counsel, local counsel and retained experts.
- Review/draft/revise legal documents and correspondence.
- Advise Business Services regarding various legal issues.
- Review/revise/advise policy language wording.
- Advise and consult with company personnel regarding a variety of legal issues.
- Draft, review and assist in the maintenance of legal documents including contracts, leases, policies and procedures and other documents.
- Maintains a high level of professionalism and confidentiality.
- Adheres to all Company safety rules, operating and maintenance instructions, and procedure manuals.
- Works scheduled shifts with predictable and reliable attendance, adhering to department schedule.
- Works weekends and evenings, including more than 8 hours a day when the needs of the business demand.
- Available for travel when needs of the business demand.
- Performs various special projects and other duties as assigned.

### **Benefits**

- FREE Employee Medical & Dental Insurance the first of the month after 60 days of employment and ONLY a \$750 deductible
- Vacation and personal time after 60 days
- 401K - employer matches half up to 10%
- Casual dress attire
- On-site fitness and daycare center

### **Required**

- A minimum of 3-5 years of legal practice, preferably in Government Affairs or regulatory law
- Bachelor's Degree and Juris Doctorate from an accredited law school
- Admitted to Missouri Bar
- Knowledge of legislative and regulatory processes and procedures
- Strong research and writing skills

### **Preferred**

- Litigation experience