



The Kansas State Board of Healing Arts (KSBHA) is seeking to fill the General Counsel (GC) position. The GC serves as the agency's in-house counsel – providing legal advice, representation and services to the agency, its governing board, executive director, management, staff, councils, committees, and other sub-entities. The GC Department is responsible for a wide range of areas, including:

- Providing legal advice to Board members in their capacity as presiding officers for administrative hearings and draft Board orders in accordance with Board decisions; ensuring compliance with Kansas Administrative Procedures Act (KAPA)
- Providing legal advice to Board during Board and Executive Director during meetings; ensuring compliance with Kansas Open Meetings Act (KOMA)
- Providing legal analysis and opinions on laws, issues and proposed legislation relevant to the Board and its programs and activities
- Drafting new and amended regulations and facilitate hearing and approval process for Board adoption of regulations
- Drafting agency policies that have legal aspects and Board policy statements; advise Board on acceptance
- Providing representation of the Board in appeals of agency administrative actions to District Court and further appellate courts pursuant to the Kansas Judicial Review Act (KJRA)
- Providing representation of the Board and its executive officers in their official capacities in occasional other civil litigation.
- Providing advice to the Executive Director and Board on contracts, government procurement requirements, employer-employee and labor relations, open meetings, public records and governmental privacy
- Attending meetings of the Board, Councils, and Committees to provide legal analysis and advise on pending matters
- Conducting presentations for 3rd parties on legal issues relevant to Board matters
- Other duties as assigned by Executive Director or Board.

Salary Information: *salary range can vary upon education, experience and qualifications. Range starting at \$85,000.00/year.

Minimum Qualifications:

- Graduation from an accredited school of law and a minimum three years' experience practicing law.
- Supervisory or leadership experience necessary to manage a legal staff and department. Emphasis in professional licensing, health law, administrative law or related field of practice helpful.
- Must possess a current Kansas law license.