

NEVADA STATE BOARD OF MEDICAL EXAMINERS

9600 Gateway Drive
Reno, NV 89521

Aury Nagy, M.D.
Board President

Edward O. Cousineau, J.D.
Executive Director



Nevada State Board of Medical Examiners Position Announcement

Position Title: General Counsel
Location: Reno, NV

Summary

The Nevada State Board of Medical Examiners (Board) is searching for a General Counsel. This position investigates assigned complaints and information alleging violations of Chapters 629, 629A, and 630 of the Nevada Revised Statutes and the Nevada Administrative Code.

This position is eligible for excellent employee benefits, including:

- Pension retirement from the State of Nevada (PERS)
- Full medical, dental and vision benefits
- 11 paid holidays per year
- Paid vacation time
- Paid sick leave

The starting salary range for this position is \$105,000 to \$115,000 on the Employer Paid Retirement schedule.

Assigned Responsibilities

- Manage daily operations of the Legal Division.
- Represent the Board, its officers, and staff in lawsuits in state and federal courts.
- Represent the Board in administrative hearings to which the Investigative Committee/Board is a party.
- Supervise attorneys and legal assistants in the Legal Division.
- Act as legal counsel to the Investigative Committees, Executive Committee, and any other committee which may be created by the Board.
- Perform such other duties as may be assigned.

Knowledge, Skills, and Abilities

- Ability to act independently after direction from the Executive Director or Board in all legal matters in which the Board is represented.
- Ability to maintain confidentiality of information.
- Ability to use demonstrated public relations skills.
- Ability to travel as required.

Education, Training and Experience

- A minimum of five years of active practice as an attorney.
- Significant supervisory experience.
- Experience in administrative law and governmental administration is preferred.

Licenses and Certificates

- Hold or be able to acquire a valid Nevada driver's license.
- Hold a license to practice law in the State of Nevada and all federal courts in the State.

This position announcement lists the major duties and requirements of the job and is not all-inclusive. The successful applicant will be expected to perform additional job-related duties and may be required to have or develop additional specific job-related knowledge and skills.

How to Apply

Interested applicants must submit a cover letter, resume and two (2) professional references to:

Nevada State Board of Medical Examiners
Attn: Edward O. Cousineau, J.D., Executive Director
9600 Gateway Drive
Reno, Nevada 89521
eocnsbme@medboard.nv.gov

In your cover letter, please indicate how you heard about the position. If you heard about this position through a website, please indicate which website. Applications will be accepted until the position is filled.

The Nevada State Board of Medical Examiners is an equal opportunity employer.

Telephone 775-688-2559 Fax 775-688-2321 <https://medboard.nv.gov/> nsbme@medboard.nv.gov