



OFFICE OF THE ATTORNEY GENERAL
200 St. Paul Place
Baltimore, Maryland 21202
www.marylandattorneygeneral.gov

JOB ANNOUNCEMENT
Deputy Counsel
Maryland Department of Health
Medicaid Administration

Posting Date: March 22, 2024

Closing Date: April 4, 2024

Job Title: Deputy Counsel

Position Type: Regular Full-Time

Salary: \$108,986 - \$183,036. The salary range is based on a multitude of factors including applicable personnel rules, regulations, and guidelines.

Location: Office of the Attorney General, Maryland Department of Health
300 W. Preston St. Suite #302 Baltimore, MD 21201

Telework: A hybrid remote telework and in-office schedule option is available per applicable policies and procedures.

DESCRIPTION: The Attorney General is the chief legal officer of the State of Maryland. The Office of the Attorney General (OAG) has the general charge, supervision, and direction of the legal business of the State, acting as legal advisors and representatives of the major agencies, various boards, commissions, officials, and institutions of State Government. As Maryland's 47th Attorney General, Anthony G. Brown, leads the Office with a key focus on equity, justice, and fairness.

The Office of the Attorney General is seeking applicants for the position of Deputy Counsel to the Maryland Department of Health (MDH). MDH's mission is to promote and improve the health and safety of all Marylanders through disease prevention, access to care, quality management, and community engagement. MDH is a large and dynamic agency with an annual budget of over \$19 billion. The Deputy Counsel represents MDH in all aspects of its operation of Maryland's Medical Assistance (Medicaid) Program. Medicaid is the largest health care program in the United States. In Maryland, Medicaid covers about 1.8 million people. Nearly one in four Marylanders get their health insurance through Medicaid.

The Deputy Counsel advises the Program on a wide range of issues requiring the analysis and application of federal and state laws, regulations, and policies governing Program operations. The Deputy Counsel also represents the Program in administrative and civil litigation in state and

federal courts, including litigation affecting Program policies and the legality of its rules and procedures.

This position has supervisory responsibilities and assists the Principal Counsel with office management and the coordination, assignment, and completion of legal work by the assigned attorneys. The Deputy Counsel also confers with the attorneys on the substance and strategy of their work while handling their own caseload of advice and litigation.

EXPERIENCE: The ideal candidate will have a minimum of seven years (7) of legal experience that includes experience supervising other attorneys. Experience with administrative and civil litigation and health care law is a plus. Admission to the Maryland Bar is required. Prior experience with State procurement, regulatory, and legislative matters preferred. Applicants must have excellent written and verbal communication skills, and strong organizational, management, and interpersonal skills.

SUBMISSION: Interested persons should send a cover letter, resume, writing sample and list of three references via email to Kathleen.todd@maryland.gov by the close of business on Thursday, April 4, 2024. **Please write "AAG-MDH "Medicaid- Deputy Counsel"- in the subject line of the email.**

EMPLOYMENT BENEFITS: The successful candidate will be eligible for subsidized health benefits (medical, prescription, dental and vision coverage) and life insurance; leave, including annual (vacation), personal, sick, and paid parental leave; and will be eligible for participation in a contributory defined benefit pension plan in which they are vested after ten years. State employees are eligible to participate in two supplemental retirement plans: the 457 Deferred Compensation Plan and the 401(k) Savings and Investment Plan. The State also offers a free mass transit benefit for local bus and express bus services.

EQUAL OPPORTUNITY EMPLOYER: The OAG is an equal opportunity employer that encourages all interested persons to apply regardless of race, color, religion or belief, ancestry, national origin, age, marital status, sexual orientation, gender identity and/or expression, disability, pregnancy, family or parental status, veteran status, genetic information, or any protected category prohibited by local, state or federal laws.

COMMITMENT TO DIVERSITY, EQUITY, INCLUSION, AND BELONGING: The Office of the Attorney General views equity, diversity, inclusion, and belonging as the pathway to achieving professional excellence and fostering and maintaining a culture where every employee can thrive. We strive to create a community that draws upon the best pool of talent to unify excellence and diversity while fully embracing individuals from varied backgrounds, cultures, races, identities, life experiences, perspectives, beliefs, and values. We honor, respect, and celebrate all differences, both visible and invisible, and are committed to recruiting, retaining, and promoting individuals who have historically been underrepresented in the practice of law and professional careers.