



SUPERIOR COURT OF CALIFORNIA COUNTY OF SAN BERNARDINO

The Superior Court of California, County of San Bernardino is currently seeking all interested and qualified applicants for the position of

CHIEF LEGAL OFFICER/ GENERAL COUNSEL

ANNUAL SALARY: \$197,731.82 – \$253,056.70

COMPENSATION UPDATE: Effective October 1, 2026, the salary range for this position will increase by 2%. Candidates hired on or after October 3, 2026, will be hired at the updated rate.

This recruitment is scheduled to close on Sunday, September 20, 2026. The first review of applications and resumes will take place on Friday, August 28, 2026, and may result in the early closing of this recruitment.



EXCITING CAREER OPPORTUNITY!

An extensive recruitment effort is now underway to identify a distinguished legal executive to serve as the Chief Legal Officer/General Counsel for the San Bernardino Superior Court. This executive leader will serve as the Court's chief legal advisor and a trusted strategic partner to the Presiding Judge, Court Executive Officer, judicial officers, and executive leadership team. The Court seeks a distinguished attorney who combines exceptional legal expertise with sound judgment, executive presence, and the ability to provide practical counsel on complex and sensitive matters in a dynamic public-sector environment. This opportunity offers the chance to play a pivotal role in advancing the Court's mission, protecting its legal interests, and supporting the effective administration of justice.

KEY RESPONSIBILITIES

- Serve as the Court's chief legal advisor, providing strategic counsel to judicial and executive leadership.
- Lead legal matters involving governance, employment and labor relations, litigation, contracts, compliance, and risk management.
- Protect the Court's legal interests through proactive risk assessment and sound legal strategy.
- Represent the Court in complex, sensitive, and high-profile legal matters.
- Partner with Court leadership to advance organizational priorities and support the administration of justice.

QUALIFICATIONS

Graduation from an accredited law school with a Juris Doctorate (J.D.) degree; ABA accredited as defined in Rules of the State Bar of California Rule 4.3 preferred. Ten (10) years of progressively responsible legal experience, including seven (7) years of substantial experience in employment law, public agency law, labor relations, litigation, governance, contracts, or judicial administration. A minimum of three (3) years of management, supervisory, or lead experience is highly desirable; preference for partner-level, general counsel, or chief legal officer experience.

License(s):

- Licensed to practice law in the state of California and a member in good standing of the California State Bar.
- A valid California Class "C" driver's license or the ability to utilize an alternative method of transportation when needed to carry out job-related functions.

Desirable Qualifications:

- Experience interpreting and applying California Rules of Court, Judicial Council policies, and judicial branch governance requirements.

OUR ORGANIZATION

SAN BERNARDINO SUPERIOR COURT

Spanning more than 20,000 square miles--an area larger than that of nine U.S. states--the San Bernardino Superior Court (SBSC) continues to serve one of the fastest-growing and most diverse populations. With over 2.2 million residents across **twelve court locations**, our court remains committed to ensuring that justice is accessible to every community regardless of distance.

The work SBSC is powered by its dedicated judicial officers and staff. In 2025, the court's staffing structure included **85 authorized and funded judgeship positions, 19 authorized and funded commissioner positions**, and **1,133 staff** members working across **119 unique job classifications**. Together, they deliver fair and timely justice to a county that continues to expand both in size and complexity.

MISSION STATEMENT

"Our court exists to preserve and protect rights and to effect fair resolutions of disputes through consistent, impartial, and accessible administration of justice."



COMPENSATION & BENEFITS

The salary range for a **Chief Legal Officer/General Counsel** is **\$197,731.82 - \$253,056.70 annually** plus benefits. COMPENSATION UPDATE: Effective October 1, 2026, the salary range for this position will increase by 2%. Candidates hired on or after October 3, 2026, will be hired at the updated rate.

The Superior Court of San Bernardino provides a competitive total compensation and benefits package, which in part includes:

- **Medical Benefits:** Medical plans, court contribution ranging from 59.5% to 63%. Plus \$250/per pay period in benefit plan dollars, increasing to \$300 Plan Year 2027.
- **Short and Long Term Disability:** 100% court paid. Life Insurance: \$100,000 plan, 100% court paid, additional coverage available.
- **Deferred Compensation:** Eligibility to participate in 401(k) and 457(b) plans. 401(k): Optional pre- or post-tax plan. The court will match up to four percent (4%) of your biweekly base salary at a rate of two (2) times your contribution up to 4%, the combined contribution exceeds eight (8%).
- **Retirement:** Membership in the San Bernardino County Employees' Retirement Association (SBCERA). Tier 1 (for those hired prior to January 1, 2013, or eligible for reciprocity) features a percentage based on entry age (General plan 2.0% at age 55). Tier 2 (for those hired on or after January 1, 2013) features a uniform percentage (General plan 2.5% at age 67). Additional information can be found at www.sbcera.org.
- **Dependent Care and Flexible Spending Account available**
- **Health & Fitness Club Reimbursement:** maximum of \$324/annually per fiscal year.
- **Car Allowance:** up to \$346.15 per pay period
- **Cell Phone Stipend:** \$80.00 per month (totaling \$960.00 annually).
- **Telework Options:** May be available depending on operational needs, subject to discussion and approval.
- **Vacation:** 80 hours per calendar year (pro-rated based on start date) and available first day of employment. Accrual rate up to 200 hours annually for incumbents who have prior public sector retirement participation, based on eligibility.
- **Administrative leave:** 80 hours per calendar year (pro-rated based on start date).
- **Sick Leave:** Approximately 3.69 hours/per pay period.
- **Voluntary Time Off (VTO):** up to 120 hours annually, based on eligibility.



SBSC is proud to receive Bronze recognition for the **TIME FOR YOU** wellness campaign from the **American Heart Association® (AHA) - Well-being Works Better™ 2024** Scoreboard for our commitment to employee health and well-being. This achievement aligns with our strategic goal of becoming an "Employer of Choice." We remain dedicated to fostering a supportive and healthy workplace.

APPLICATION & SELECTION PROCESS

THE IDEAL CANDIDATE

The ideal candidate is an accomplished legal executive with extensive experience in public sector law, employment and labor relations, governance, litigation, and risk management.

This individual will be a trusted advisor who provides sound legal counsel, exercises exceptional judgment, and develops practical solutions to complex legal and operational challenges. They will communicate effectively with judicial officers, executive leadership, attorneys, employees, and external stakeholders while navigating sensitive matters with discretion, professionalism, and integrity.

The successful candidate will be a collaborative leader committed to public service, organizational excellence, and the fair and effective administration of justice.

This recruitment is scheduled to close on **Sunday, September 20, 2026**. The first review of applications and resumes is anticipated to begin on **Friday, August 28, 2026**; therefore, interested candidates are encouraged to apply early, as the recruitment may close without notice following the initial review period.

The anticipated start date for the successful candidate is during Mid-November 2026.

To be considered, please submit an **application and resume** at: www.sb-court.org/careers.

Applications will be screened based on the criteria outlined in the job description. Candidates with the most relevant qualifications will be invited to participate in the selection process. Extensive reference and background checks will be completed on selected candidates.

San Bernardino Superior Court is an Equal Employment Opportunity (EEO) and Americans with Disabilities Act (ADA) compliant employer that is committed to providing equal employment opportunity to all employees and applicants. Facilitated through the Human Resources Department, the Court adheres to a policy of equal opportunity for all in employment, training, promotion, retention, and benefits, consistent with federal and state regulations and Court policies, to positively impact Court employees' quality of work life and customer service provided to the general public.

Contact Information:

Human Resources Department

Phone: 909-521-3700

Fax: 909-521-3644

Email: careers@sb-court.org



APPLY NOW

WWW.SB-COURT.ORG/CAREERS