



City Attorney

CITY OF AMES, IOWA

**IMAGINE.
DREAM. EXPLORE.**
*providing exceptional service in an
enjoyable and stimulating work
environment*

City Attorney

The City Attorney provides legal advice and services to the Mayor, City Council, the City Manager, City Staff, Boards and Commissions, and, when available, to Mary Greeley Medical Center in matters related to operations, services, and activities of the municipality; drafts city ordinances, resolutions and other legislative documentation; and reviews policies and procedures for compliance with legal requirements.

Under the direction of the Mayor and City Council, the City Attorney promotes Excellence Through People (ETP), the City's values-based organizational philosophy, in leading all activities of the Legal Department.

The City's Attorney's Office consists of the City Attorney, two full-time Assistant City Attorneys, an administrative assistant, a paralegal, and a legal technician. The office is responsible for editing and publishing the municipal code. The City Attorney's Office represents the City of Ames and all officers of the city, including all boards and commissions as applicable. The office has an active simple misdemeanor and municipal infraction prosecution caseload and is located in a county that has transitioned to the statewide Electronic Document Management System.

The City Attorney's office is a fully integrated digital office that utilizes Prolaw file organization software and Westlaw online legal research. A satellite district associate courtroom is located within Ames City Hall and is staffed by a magistrate or district associate judge five days a week. The office represents all City of Ames departments including the electric, water and wastewater utilities.

Compensation and Benefits Package

The salary is negotiable with annual performance-based merit increases. Hiring salary will be commensurate with qualifications and experience. The compensation package includes these benefits:

- Paid vacation
- Ten paid holidays annually
- Personal and family sick leave
- Term life insurance
- Retirement and disability system
- Optional deferred compensation retirement plan
- Pre-tax FLEX spending
- Educational assistance
- Outstanding Health Promotions program
- Professional development opportunities
- Comprehensive health care and dental coverage; 90% contribution toward single or family health and dental coverage

Education and Experience

Graduation from an ABA-accredited law school with a Juris Doctorate degree and admission to Iowa Bar to practice in Iowa state courts, as well as federal courts is required. Five years' experience in general legal practice with exposure to municipal or government law required. Experience in legal practice including litigation and negotiation, real estate, commercial and contract law is required. Minimum of three years of experience in a management/supervisory capacity preferred.

The City Attorney must reside within the city limits of Ames or be able to meet this requirement at a schedule to be approved by the City Council.

Excellence Through People (ETP)

The City of Ames is a values-driven culture. We bring our 13 values to life each day in order to provide our citizens with exceptional service at the best price AND our employees an enjoyable and stimulating work environment from which personal and professional growth can occur.

ETP values include: committing to continuous improvement, inspiring creativity and innovation, being customer driven, making data-driven decisions, championing employee involvement, striving for excellence, having fiscal stewardship, acting with honesty and integrity, exhibiting leadership, choosing a positive attitude, respecting one another, promoting safety and wellness, and cultivating teamwork.

Meeting Challenges With Innovative Solutions

The City of Ames has a rich tradition of meeting its challenges with innovative solutions. Some examples of this creativity include:

- A unique organizational structure to protect citizens, wherein all functions related to life safety codes are integrated within the Fire Department.
- A unique fire protection partnership with ISU, wherein the University pays 25 percent of the fire budget.
- The first municipally owned waste-to-energy plant in the country.
- A jointly constructed ice arena between the City and ISU.
- A shared indoor pool with the Ames Community School District.
- A joint funding process with the United Way, Story County, and ISU's student government providing support to Ames human services agencies.
- A shared Sustainability Coordinator between the City and ISU.
- A partnership with ISU to purchase sustainable wind power.
- A shared Business Coordinator between Ames Economic Development Commission and the City of Ames.
- A public transit system that carries more than 5.8 million riders and is uniquely funded through a three-way partnership between the City of Ames, Iowa State University (ISU), and ISU Student Government.
- The individual selected for this position will have an opportunity to add to this heritage of creativity.

Forward-Thinking

Ames residents have a rich history of encouraging innovative and forward-thinking ideas. Our community values creativity and innovation. For those who want the charms and convenience of a small town with the opportunities and amenities that come from a major university, Ames provides an intelligent, progressive option. Our citizens believe in creating a city and a region where everyone has opportunities to discover and thrive.

Ames, Iowa, is the Smart Choice!



Ames - Among America's Best

The City of Ames, located in Story County and platted in 1864, is just 35 miles north of Des Moines, Iowa, the state capitol. Ames is the eighth largest city in Iowa with a population of more than 65,000 (including more than 36,000 students at Iowa State University) and covers an area of nearly 25 square miles. The growing community enjoys a vibrant economy with a low unemployment rate. Close to half of those employed work in the government sector, including Iowa State University, the Iowa Department of Transportation, and the National Centers for Animal Health.

Ames has been recognized nationally for offering residents a great place to live, work, raise a family, and go to school. Ames is also a great place to have fun. There are a variety of recreational opportunities including more than 1,000 acres of parks, 35 miles of bike and pedestrian trails, an aquatic center, golf courses, cultural festivals and celebrations, and many entertainment opportunities.

- Ames named "Technology Community of the Year" (Technology Association of Iowa, 2017)
- Top 5 Small Metro Areas for Successful Aging (NCOA, 2017)
- " Top 3 Cities Where Job Growth is Happening" (NationalSwell, 2017)
- Home of the "Best School District in Iowa" (Business Insider, 2017)
- " Best School District in the State" (Niche, 2017)
- " The 25 Best Cities for Entrepreneurs" #8 (Entrepreneur Magazine, 2017)
- "Best Places to Live 2016" (MONEY, 2016)
- "Best Performing Cities" #11 (Milken Institute, 2016)
- "Best Small Cities for New Grads" (OnlineDegrees, 2016)
- "Most Charitable Cities" (The Beacon, 2016)
- #9 "Top 10 College Towns to Live In" (SmartAsset, 2016)
- #8 "The Top 10 Cities for Career Opportunities in 2016" (SmartAsset, 2016)
- #3 "The Healthiest Cities in America" (24/7 Wall St., 2016)
- Iowa State University named "Best College in Iowa" (MONEY, 2016)
- #3 "Best College Towns in America" (Business Insider, 2016)
- #5 Medium Cities in "Top U.S. Cities for Public Transportation" (Save on Energy, 2016)
- #3 "Best Farmers' Markets in Iowa" (Around Iowa, 2016)
- #4 "Best Small Cities for Making a Living" (MoneyGeek, 2016)
- U.S. City with the Lowest Unemployment Rate (Forbes, 2016)



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#3 on "2015 Best-Performing Small Cities: Where America's Jobs Are Created and Sustained" list (Milken Institute, 2015)

#1 "College Cities and Towns in America" (American Institute for Economic Research, 2015)

ISU ranked 5th "Most Beautiful College Campus in the World" (Buzzfeed, 2015)

#7 "Top 10 Best City for Singles, 2015" (Livability.com, 2015)

#35 in "Top 100 Most Livable Cities in America" for 2016 (Livability, 2015)

#1 Healthiest City in the Country (24/7 Wall St., 2015)

#8, "Best Cities in America to Get a Job" (Business Insider, 2015)

#1 "The Top 10 Places for EMTs and Paramedics," (Good Call, 2015)

Named one of the 15 Cities That Have Done the Best Since the Recession, (Bloomberg, 2015)

Ranked in the top 25 nationally for "Best Places for STEM Grads" (#23, Nerdwallet, 2015)

#8 "Best Towns for Millennials in America" (Niche Rankings, 2015)

#30 "Best Towns in America" (Niche Rankings, 2015)

#1 "Best Towns in Iowa" (Niche Rankings, 2015)

#1 "Towns with the Best Community in Iowa" (Niche Rankings, 2015)

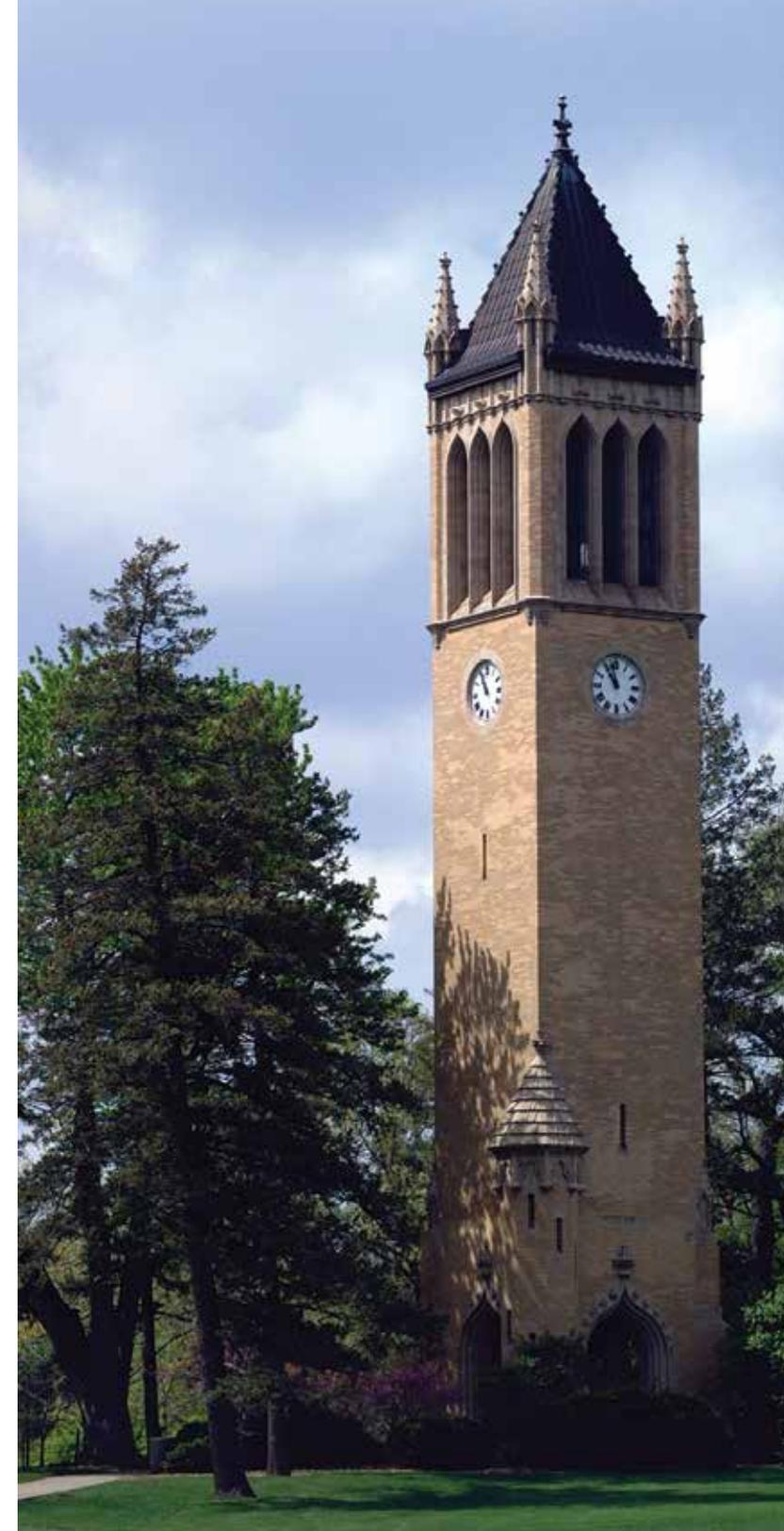
#21 "Towns with the Best Community in America" (Niche Rankings, 2015)

Ames ranked 2nd on the list of "The Top 10 College Towns" (The Fiscal Times, 2015)

#5 on the "50 Best College Towns to Live in Forever" List (College Ranker, 2015)

#2 "Top U.S. Cities for Hipsters" (FindtheHome, 2015)

Ames ranked #2 "The 20 Best College Towns In America" (American Institute for Economic Research, 2014-2015)





K-12 Public Education

Ames has a strong tradition of quality public education. The Ames Community School District consists of five elementary schools, one early childhood center, one middle school, and one high school. All five elementary schools have been rebuilt or remodeled in the past five years. National and state achievement test scores show Ames students perform at a high level of proficiency.

Nearly one-third of Ames High students maintain a grade point of 3.5 or higher. Ames typically produces the greatest number of National Merit Scholars in Iowa. The Ames schools attract and retain top-quality staff, and half of all teachers have master's degrees. In addition to the Ames Community School District, two smaller school districts serve areas within the city.

Arts and Entertainment

Ames is home to a variety of arts, cultural, and recreational opportunities, ranging from the University Museums to The Octagon Center for the Arts in the historic downtown area, and is also a regular stop on the international entertainment circuit. The Iowa State Center regularly features leading rock, pop, country, folk, and classical performances and popular Broadway shows for audiences as large as 14,000 people.

Higher Education

Iowa State University and its 36,000 students bring an exceptional vitality and attractiveness to the community. Iowa State University has an outstanding academic reputation and one of the most beautiful campuses in the nation. Its park-like setting covers 2,000 acres and includes over 150 buildings, some of which are on the National Register of Historic Places. Iowa State students study various curricula within eight colleges. The University also offers a wide variety of weekend and evening courses. The University is a member of the Big XII athletic conference and regularly hosts collegiate athletic contests and regional and national sporting events.



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Ames and the City Government

City of Ames operates under a Mayor-Council form of government with an appointed City Manager. The City Council is comprised of the Mayor and six council members, four elected from wards and two elected at large. Steve Schainker has served as City Manager for more than 35 years. He directly oversees the following City departments: Electric Services, Finance, Human Resources, Fleet and Facilities, Fire, Human Resources, Parks and Recreation, Planning and Housing, Police, Public Works, and Water and Pollution Control. Two Assistant City Managers aid in the administration of the departments. Other departments include CyRide (public transit system), the Ames Public Library, and the Legal Department. The City of Ames maintains a very sound fiscal base, and consistently earns an Aa bond rating from Moody's Investor Services. The City's adopted budget for the fiscal year 2017-2018 totals \$228,000,000, of which \$128,000,000 is for day to day operations.

Join Our Team!

Please contact us with any questions regarding this key leadership position with the City of Ames! Inquiries can be directed to the Human Resources Department at 515.239.5199.

Internet links to other Ames websites:

www.cityofames.org - City of Ames
www.ameschamber.com - Ames Chamber of Commerce
www.thinkames.com - Convention and Visitors Bureau
www.ames.k12.ia.us - Ames Community Schools
www.iastate.edu - Iowa State University

The City of Ames is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, age, religion, sex, sexual orientation, gender identity, genetic information, national origin, marital status, disability, or protected veteran status and will not be discriminated against. Inquiries can be directed to the Human Resources Department at 515.239.5199.

Finalists for this position must pass a credit and background check.

Applications will be accepted until the position is filled.

To apply, please go to our website: www.cityofames.org/jobs

To learn more about the City of Ames: <https://youtu.be/zCxQPpa7KWKM>

