



 City of
Rockville
Office of the City Attorney

CITY ATTORNEY

Closing date:
Sunday, Nov. 8, 2026
at 11:59 p.m.



Governance & Organizational Structure

The City of Rockville operates under a Council-Manager form of government. Rockville's governing body includes the Mayor and six (06) members of City Council, all of whom are elected at-large to four-year terms. The Mayor and Council serve as the legislative body and are responsible for developing policy and establishing the vision for the city. The City Manager, City Attorney, and City Clerk/Director of Council Operations are appointed by the Mayor and Council.

The City Manager makes recommendations to the Mayor and Council and is responsible for day-to-day management of city operations. The City Attorney serves as the legal advisor to the Mayor and Council, City Manager, City Clerk, City Departments as well as Boards and Commissions on matters affecting the city.

The City of Rockville has ten (10) operating departments which include: Communications and Community Engagement, Community Planning and Development Services, Finance, Housing and Community Development, Human Resources, Information Technology, Police, Procurement, Public Works, and Recreation and Parks.

The city operates with a well-defined set of financial policies, including a requirement for a minimum General Fund balance of 20 percent and maintains an AAA bond rating. The city also has a well-developed Capital Improvement Plan (CIP) which annually funds programs for a range of projects in the areas including recreation and parks, transportation, utilities, stormwater management, and general government improvements.

The city has 681.9 full time equivalents positions. The city's FY2027 adopted operating totals \$186.8 million.



About the City of Rockville

Rockville, population 67,000, is Maryland's fourth largest city, comprising 13.5 square miles. It is located 15 miles northwest of the nation's capital along the I-270 corridor. Rockville continues to be rated among the best places to live in America.

The city serves as the County seat of Montgomery County, Maryland and is regarded as one of America's leading small cities for work, for play and for life. It is the vibrant, diverse, business-friendly home to some of the most prominent biomedical and technology companies and is adjacent to the nation's capital, Washington, D.C. The city also offers gorgeous parks and active recreation centers that contribute to the quality of life prized by Rockville residents promoting participation by people of all ages.

Rockville is a city that remembers and honors its roots, its commitment to citizen-centric public service, to the planet and to the connectivity of its neighborhoods and residents. Rockville is a place one can truly and proudly call "my hometown." It is a place that looks and feels like home, where people and government work to maintain the intimacy and warmth that "hometown" connotes. A place where, despite our differences, neighbors know and care about each other and the community they share.

About the City Attorney's Office

The City Attorney's Office is a professional in-house legal team made up of six attorneys and two support staff and is led by the city attorney. The FY2027 budget for the office is \$1.94 million.

The City Attorney's Office:

- Provides legal counsel to the Mayor and Council, City Manager, City Clerk and department directors.
- Prepares, negotiates, and reviews all legal documents involving the city business and operations.
- Drafts and reviews ordinances, resolutions, and amendments to the Rockville City Code and Charter.
- Interprets local, state, and federal laws.
- Represents the city in legal proceedings before federal and state courts and administrative agencies.
- Defends the city in petitions for judicial review of decisions made by the Mayor and Council and boards and commissions.
- Advises city officials on risk management and legal compliance.



About the Position

The City of Rockville is seeking a trusted legal advisor and organizational leader who brings strong municipal law expertise, sound judgement, and a highly collaborative management approach to serve as the City Attorney. Reporting to the Mayor and Council, the City Attorney is the City's chief legal officer.

Essential job duties of the City Attorney include (but are not limited) to:

- Advising the Mayor and Council, City Manager, City Clerk and department directors regarding the law related to city matters and operations.
- Representing the city in all legal proceedings, preparing city ordinances and other legal documents.
- Retaining outside counsel for specialized legal services.
- Reviewing and approving all city contracts as to legal form.
- Manage the overall operation of the City Attorney's office including staff management and development.



The selected candidate will:

- Possess and demonstrate a strong foundation in municipal law as well as sound judgement, integrity and a strong work ethic.
- Maintain awareness of federal, state and local legal developments. Anticipate issues and address risk proactively through policy review, procedure updates and code changes.
- Engage as a solution-oriented partner with the Mayor and Council, City Manager, City Clerk and city departments.
- Engage as an innovative problem solver that effectively communicates legal risks, tradeoffs, and options to resolve or move issues forward.
- Translate complex legal concepts and issues into plain language for clarity and understanding.
- Clearly and effectively communicate and remain steady and measured under pressure.
- Provide effective leadership of the City Attorney's Office with the ability to effectively manage workload, streamline processes, set clear priorities, and create an office culture that supports staff development, accountability, and consistent service delivery.

Qualifications

Education: Juris Doctor from an accredited law school is required.



Experience:

Seven (07) years of experience in the active practice of public or municipal law and at least three (03) years supervisory/management experience.

Extensive experience in a municipal setting in the active practice of law, in areas of litigation, land use, redevelopment, municipal utilities, contracts, and/or public safety is highly desirable.

License: Member in good standing of the in the State Bar of Maryland or be eligible to practice law in Maryland upon appointment.

Compensation and Benefits

The hiring salary range for this position is \$220,000-250,000. The city offers a competitive benefits package which includes health, dental, and vision insurance, group life and long-term disability insurance, Flexible Spending Accounts, paid vacation and sick leave, and participation in the Rockville Employees Retirement System.

Application and Selection Process

Interested candidates should submit a comprehensive resume and compelling cover letter not later than Sunday, Nov. 8, 2026 at 11:59 p.m. at gov-ernmentjobs.com/careers/rockville/jobs/5458148/city-attorney.

This recruitment will be handled with strict confidentiality until such time as finalist have been identified.

Confidential Inquiries:

Susan Seling, Director of Human Resources, at sseling@rockvillemd.gov or 240.314.8472.

The City of Rockville is an Equal Opportunity Employer and values diversity at all levels of its workforce (EOE).