

City of Fayetteville
Assistant Solicitor for Municipal Court

The City of Fayetteville, Georgia is soliciting qualified attorneys for the purpose of providing Assistant Solicitor services to the Municipal Court Solicitor for the City. This is a contractual position appointed by the Mayor and Council and will work under the direct supervision of the City Solicitor of Fayetteville Municipal Court on an as needed basis. All assignments, duties, and responsibilities will be determined by the City Solicitor.

The position of Municipal Court Assistant Solicitor requires attendance at Municipal Court to handle pre-trial hearings, motions, and conferences. The City of Fayetteville pays \$350 per court session for solicitor services. The successful candidate shall be an attorney licensed to practice in the State of Georgia, in good standing, shall not have appeared before Fayetteville Municipal Court within the twenty-four (24) months prior to publication of this request and have a minimum of two (2) years of prosecutorial experience.

Interested candidates must submit two (2) copies of qualifications to Carleetha Talmadge, Assistant Finance Director, 240 Glynn Street South, Fayetteville, GA 30214, no later than 5:00pm local time on Wednesday, December 5, 2018 to be considered. Candidates shall provide the following information to the City:

1. Letter of Interest
2. Education and Experience
3. References
4. Certificate of Good Standing from the State Bar of Georgia
5. Proof of legal malpractice liability insurance with professional liability limits of at least \$1,000,000.00 coverage for each individual claim.

The City reserves the right to accept the best, responsible, or responsive candidate. The City will exercise its discretion in awarding a letter of engagement to the candidate that best satisfies the needs of the City. Any contract entered into by The City will be reviewed and approved by the City Attorney. The City also reserves the right to reject any and all candidates and to waive any and all irregularities. The term of the contract shall be for a period of one (1) year and may be extended for up to four additional periods of one year each upon mutual agreement of the parties in writing. The City may terminate services after giving written notice to the other party thirty (30) days prior to actual termination.

Questions regarding the scope of services may be directed to Carleetha Talmadge at 770-719-4161.

Advertisement: November 14, 2018

Proposal Submission: December 5, 2018