



Deputy City Attorney

Chattanooga, TN, United States (On-site)

 BE THE FIRST TO APPLY

JOB DESCRIPTION

Join the City of Chattanooga Team

Chattanooga, a vibrant and growing community of over 190,000 residents within a metropolitan area of nearly 600,000 is known as the "Scenic City" for a reason. Nestled along the Tennessee River and surrounded by the foothills of the Appalachian Mountains, we are a hub of outdoor adventure and innovation. Home to the **University of Tennessee at Chattanooga (UTC)** and **Chattanooga State Community College**, our city blends a rich industrial history with a tech-forward future—famously powered by the nation's first community-wide "Gig" fiber-optic network. The City of Chattanooga was also recently designated as a "National Park City," the first of its kind in the United States.

Our Organization

As a City, we are powered by a dedicated workforce of approximately **2,600 employees** committed to excellence in public service and making Chattanooga the best community in the country. Our team ensures our city thrives through a wide range of municipal services, including:

- **Public Safety:** Chattanooga Police and Fire Departments.

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- **Infrastructure & Utilities:** Public Works, Waste Resources, and specialized Stormwater management.
- **Quality of Life:** Award-winning Parks and Outdoors and Community Development systems and the Chattanooga Public Library.
- **Transportation:** The Chattanooga Metropolitan Airport (CHA) and citywide transit and pedestrian friendly initiatives.
- **Innovation:** Leading-edge smart-city programs with a commitment to cutting edge workforce development policies to ensure all our residents can get ahead.

Why Choose Chattanooga?

The City of Chattanooga's workforce is the heartbeat of our community. We don't just offer jobs; we offer careers with purpose: making Chattanooga the best city in America. We are committed to being the **premier employer of choice** in Southeast Tennessee by providing:

- **Competitive Compensation:** Robust pay scales that reflect our commitment to our staff.
- **Work-Life Balance:** Generous paid time off and flexible scheduling where possible.
- **Exceptional Wellness:** Comprehensive health benefits and wellness programs designed for you and your family that deliver savings to you beyond your paycheck, featuring a centralized health clinic and pharmacy for all City employees. .
- **Growth:** A focus on professional development and upward mobility within the organization.
- **The Great Outdoors: Your Backyard Playground:** Chattanooga isn't just near nature, it's immersed in it. As one of the most biodiverse cities in North America, the "Scenic City" offers an ecological richness that few places on earth can claim. Whether you are an adrenaline junkie or a weekend wanderer, world-class adventure is always less than an hour away.
- **Vertical Adventures:** Scale legendary sandstone cliffs in what is widely considered the **premier rock climbing hub** of the Southeast.

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- **Water & Rapids:** From the high-octane **whitewater kayaking** of the Ocoee River to world-class **bass fishing** and peaceful paddling on the Tennessee River.
- **Trails for Miles:** Explore a massive network of **mountain biking** and **hiking trails** that wind through lush ridges, hidden waterfalls, and deep river gorges.

In Chattanooga, "work-life balance" means you can finish your shift and be at a trailhead or on the water before the sun sets.

Our mission is to work together to build a safe, vibrant, and sustainable city for all Chattanooga residents. To do that, it takes a team of skilled and passionate individuals. So, if you'd like to call Chattanooga home – or maybe you already do! – and want to further your career through meaningful work that makes a true impact where you live, we'd love to talk to you.

Salary: \$150,000 - \$160,000

Work Hours: Monday - Friday, 8:00 A.M. - 4:30 P.M. (EST)

Hours may vary due to work assignments or projects.

Work Location: City Hall Annex

FLSA Status: This is an **Exempt** position.

Department: City Attorney's Office

SERIES LEVEL:

The Deputy City Attorney is a stand alone position.

ESSENTIAL FUNCTIONS:

(The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.)

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Supervises lower level attorneys and support staff to include prioritizing and assigning work; conducting performance evaluations; ensuring staff is trained; ensuring that employees follow policies and procedures; maintaining a healthy and safe working environment and making hiring, termination and disciplinary recommendations.

Assists in managing day-to-day operations of the Office of the City Attorney which includes planning, coordinating, administering and evaluating continuing litigation in state and federal courts; ensures compliance with federal, state and local laws, ordinances, codes, rules, regulations, policies and/or procedures.

Provides legal counsel and advice to the Mayor, City Council, City boards, City officials and staff regarding legal matters pertaining to municipal government operations and participates in the formulation of City policies.

Represents the City government, officials and staff in official legal matters including constitutional law, annexation and civil rights litigation; manages litigations of suits filed for or against the City and prepares related complaints, legal motions, briefs and orders.

Assists in the enforcement of City codes, ordinances, contracts and permits to ensure compliance with applicable laws and regulations and oversees investigation of violations.

Prepares and makes public statements to the news media as requested by the City Attorney regarding the status of pending legal matters, active cases, new ordinances and laws.

Supervises resolution/settlements of claims and responses regarding personal injury and/or property damage claims resulting from accidents involving City vehicles, equipment and personnel.

Reviews legislative bills, state and federal laws and regulations for impact on the City.

Prepares legal opinions, resolutions, ordinances and executive orders; letters for audit reports and bonds under writings and coordinates the preparation, printing and

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distribution of the City's code books when requested by the City Attorney.

Manages legal services provided to the City by outside counsel.

Assists in the preparation of the Office of the City Attorney budget.

Responds to any inquiries, problems and complaints from the general public.

Uses, carries and answers their cell phone for business purposes as determined by the assigned job duties and the department head.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers and citizens.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Performs other duties as assigned

DEPARTMENT SPECIFIC DUTIES (if any):

MINIMUM QUALIFICATIONS:

J.D. Degree from an accredited Law School, and ten (10) years previous experience as a practicing litigation attorney, including three (3) years as lead counsel in significant litigation matters in state and federal courts. Must be a member in good standing with the Tennessee Supreme Court; admitted to practice before the Tennessee Supreme Court and a Federal District Court for at least five (5) years.

LICENSING AND CERTIFICATIONS:

Licensed to practice law in the State of Tennessee
A valid Driver's License

PREFERRED SKILLS:

Experience with employment law is preferred.

Experience with contract law is preferred.

Real property work experience preferred.

KNOWLEDGE AND SKILLS:

Knowledge of managerial and leadership principles applicable to law departments; applicable Federal, State and local laws, rules, regulations, codes and/or statutes; judicial and quasi-judicial procedures; caseload management techniques; investigative procedures; legal research methods; constitutional and statutory bases for City government and applicable case law and organization, functions and legal limitations on authority of various City departments and enforcement and process problems.

Skill in monitoring and evaluating the work of subordinate staff; prioritizing and assigning work; using computers and related litigation management software applications; understanding applicable case law, statutes, Rules of Evidence and civil procedure; analyzing situations and recommending solutions; formulating and communicating legal advice to clients which is responsive to the clients' needs and oriented to problem resolution; writing clear, succinct and effective memoranda, opinions, correspondence, motions, responses to motions and other legal documents; preparing and trying cases before administrative and judicial forums, including appeal; negotiating and mediating; performing legal research; speaking in public; conducting legal analysis; researching case law; preparing and analyzing cases; trying cases in a court of law and communication and interpersonal skills as applied to interaction with coworkers, supervisor, and the general public, etc. which are sufficient to exchange or convey information and to receive work direction.

PHYSICAL DEMANDS:

Positions in this class typically require fingering, grasping, talking, hearing, seeing and repetitive motions.

WORK ENVIRONMENT:

Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

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SPECIAL REQUIREMENTS:

Safety Sensitive: N

Department of Transportation - CDL: N

Child Sensitive: N

SUPPLEMENTAL INFORMATION:

This position requires pre-employment screening(s) that include: background check

The City of Chattanooga, Tennessee is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

JES 3.13.25

[APPLY NOW](#)

JOB INFO

Job Identification	260211
Job Category	Management
Posting Date	03/23/2026, 11:48 AM
Apply Before	04/05/2026, 11:59 PM
Job Schedule	Full time
Locations	 100 E 11th St, Chattanooga, TN, 37402, US (On-site)

