



The Cincinnati Metropolitan Housing Authority (CMHA) is seeking a qualified and motivated Assistant General Counsel to join its Legal Department. This position provides comprehensive legal services to support Agency operations and represents CMHA in litigation and administrative proceedings. The successful candidate will serve as a trusted legal advisor to leadership and staff while upholding CMHA's core values of respect, integrity, professionalism, accountability, accuracy, timeliness, quality, and excellence.

Key Responsibilities

This role provides comprehensive legal representation and advisory services for CMHA, including handling eviction and small claims litigation, representing the Agency in state, federal, and administrative proceedings, and advising leadership and staff on contracts, development, labor and personnel matters, and liability issues. The position ensures compliance with applicable laws and HUD regulations, conducts legal research, prepares legal documents, supports real property transactions, coordinates with outside counsel, monitors Agency contracts, and contributes to lease enforcement and eviction-reduction initiatives. The role also includes developing and delivering legal and compliance training and performing other assigned duties.

Qualifications

The ideal candidate holds a Juris Doctor from an accredited law school, is licensed to practice law in Ohio, and has at least two years of litigation experience. The candidate will possess strong knowledge of public housing laws and regulations, proven litigation and negotiation skills, excellent written and verbal communication abilities, and the capacity to analyze complex legal issues and deliver practical solutions. Success in this role requires strong organizational skills, sound judgment, attention to detail, the ability to perform effectively under pressure, and a collaborative, ethical approach to dispute resolution.

To view the full job description and explore other career opportunities at CMHA, please visit cintimha.com and click on the Employment tab to submit your application, resume, and salary requirements.

Equal Opportunity Employer/ Equal Housing Opportunities