



Duty Statement

Classification: **Attorney V**

Position Number: **275-110-5781-007**

HCM#: **1133**

Branch/Section: **Legal Office / Advice Health, Contract Operations & Information Security**

Location: **Sacramento, CA**

Working Title: **Attorney V**

Effective Date: **July 29, 2026**

Collective Bargaining Identifier (CBID): **R02**

Supervision Exercised: ☐ **Yes** ☒ **No**

Telework: ☒ **Office-Centered** ☐ **Remote-Centered** ☐ **Not Eligible**

The Legal Office represents CalPERS in litigation and provides formal and informal legal advice regarding all legal issues at CalPERS, including the areas of benefit and membership entitlement, Board elections, health care, fiduciary matters, ethics, information technology, information security, data privacy, contracts, public records, labor and employment, open meetings, and investment related matters.

Under the general direction of the Assistant Chief Counsel, the Attorney V specializes in law related to CalPERS health and long-term care benefit matters and independently, with the highest level of expertise, provides legal advice related to the most complex and difficult health program matters. The incumbent is the subject matter expert and may function in a lead capacity.

Essential Functions

Regular and consistent attendance in the office at least three days a week for teamwork; in-person collaboration; personal interactions with members, stakeholders, and other team members; and cross-functional communications within CalPERS. In-person collaboration is essential to promote and foster innovation, creativity, and complete engagement by the team. Coordinating work in person allows the teams to stay functional and aligned with the work of others. Being present in the office is essential to allow for immediate accessibility for discussions, questions, mentoring, and strategy sessions amongst team members.

35% Onsite¹ and virtually, independently provides the highest level of expertise and advises senior and executive leadership on the most difficult, complex and sensitive legal issues related to healthcare matters administered by the Health Policy & Benefits Branch under the Public Employees' Medical and Hospital Care Act (PEMHCA), including the establishment, negotiation, and maintenance of contracts with Health Maintenance Organization plans, a self-funded Preferred Provider Organization administrator, the pharmacy benefit manager, and the self-funded long-term care program. Advises clients on matters of the most difficult and complex governmental law, including constitutional and statutory interpretation and health care reform. Reviews and approves critical correspondence and other documents. Independently confers with CalPERS senior and executive leadership and others to gather necessary background,

interpretation, and context of issues and facts presented in opinion requests. Researches and writes innovative and complex formal and informal legal opinions specific to health and long-term care benefits administered under PEMHCA. Ensures opinions are timely, accurate and complete; presents alternative courses of action and legal analysis of those alternatives where appropriate, with a recommendation.

- 20% Onsite and virtually, functions as the CalPERS subject matter expert in health law and is responsible for contact with the State Legislature, the Governor's Office and Department of Finance, other state agencies, federal agencies, health plans, and CalPERS' stakeholders on matters involving health law.
- 20% Onsite and virtually, provides informal or oral advice to CalPERS senior and executive leadership, and other CalPERS teams on a variety of health program-specific legal issues, as needed. Evaluates the most difficult and complex state and federal legislation to determine the potential impact on CalPERS, including assisting in the preparation of bill analyses, drafting legislation, and recommending amendments.
- 10% Onsite and virtually, keeps senior and executive leadership informed of the status of all assignments, confers with, and provides the highest level of expertise and advice to clients on all substantive matters. Keeps the Assistant Chief Counsel, Associate General Counsel, Deputy General Counsel and General Counsel informed on the status of all significant assignments. Represents CalPERS on a variety of the most difficult and complex legal issues.
- 10% Onsite and virtually, acts in a lead capacity to control work by prioritizing and scheduling work so that assignments flow smoothly through the Legal Office and are completed in a timely manner.
- 5% Onsite and virtually, pursues continuing education by attending continuing education/training classes as needed and keeping up with the new developments that are relevant to legal issues affecting the services provided by CalPERS. Performs all other duties as assigned and appropriate for this classification.

Working Conditions

- ¹ This position is designated as office-centered and works primarily onsite at the Sacramento, CA -Headquarters at least three weekdays.

Conduct, Attendance and Performance Expectations

- Ability to maintain consistent attendance.
- Ability to demonstrate punctuality, initiative, and dependability.
- Ability to model and support CalPERS Core Values (Integrity, Accountability, Respect, Openness, Quality and Balance).
- Ability to model CalPERS Competencies and demonstrate proficiency in: Collaboration, Leading People, Leading Change, Driving Results, Business Acumen, Communication, and Leading Self.

I have read and understood the duties and essential functions of the position and can perform these duties with or without reasonable accommodation.

Employee Name (Print):

Employee Signature: _____ **Date:**

I certify that the above accurately represent the duties of the position.

Supervisor Signature:_____

Date: