



Assistant Litigation Counsel

Office of Lawyer Regulation

Wisconsin Court System

The Wisconsin Court System's Office of Lawyer Regulation is seeking applicants for a full-time **Assistant Litigation Counsel**. The Assistant Litigation Counsel litigates professional disciplinary and medical incapacity proceedings and appeals before the Wisconsin Supreme Court. The Assistant Litigation Counsel is a professional legal staff position within the OLR. Responsibilities include, under the supervision of the Deputy Director for Litigation, litigating disciplinary, medical incapacity and reinstatement actions, including interim suspensions, appeals and all post-discipline compliance matters such as cost collections and monitoring and reporting upon an attorney's compliance with imposed conditions.

LOCATION: Madison, WI. Certain positions with this Department may, upon completion of a probationary period, allow limited remote work for a portion of their work schedule, depending on the needs of the position and the work unit. This topic may be discussed in the interview process. The position is headquartered in Wisconsin and selected candidates may be expected to report to office locations in Wisconsin on short notice. Employees residing outside the state of Wisconsin are not eligible for full-time remote work.

SALARY: \$86,195 to \$104,291 annually with a State of Wisconsin benefits package. Salary will be determined based on the selected candidate's qualifications and experience.

RESPONSIBILITIES:

1) Litigates disciplinary proceedings, medical incapacity proceedings, reinstatement proceedings, and motions to enforce orders in a disciplinary proceeding. 2) Prepares, reviews, files, and represents OLR in post-disciplinary proceedings under the supervision of the Deputy Director for Litigation. 3) Assists outside retained counsel as requested. 4) Performs presentations at programs or seminars to educate members of the State Bar and the public.

QUALIFICATIONS:

Required: 1) Law degree from a law school accredited by the American Bar Association. 2) Active member in good standing with the State Bar of Wisconsin at the time of appointment and for the duration of employment. 3) Minimum of three years of experience conducting or managing litigation. 4) Trial, evidentiary hearing, or substantive motion practice experience. 5) Working knowledge of the Wisconsin Rules of Professional Conduct, Supreme Court Procedures for the Lawyer Regulation System, and Wisconsin law relevant to lawyer ethics. 6) Knowledge of the practice of law, including the ethical concerns and challenges arising in legal practice. 7) Proficiency in legal research and writing. 8) Excellent oral and written communications skills. 9) Proficiency with office software, electronic legal research, and other information technology. 10) Experience drafting criminal or civil complaints, responsive pleadings, petitions, or substantive motions.

SPECIAL REQUIREMENTS:

1) Employment will require a criminal background check. 2) The Wisconsin Court System does not sponsor work visas. In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States, and to complete the required employment eligibility form upon hire.

TO APPLY:

Please submit a cover letter and resume in a single .pdf document indicating the position **#26-2641 Assistant Litigation Counsel - OLR** to human.resources@wicourts.gov. All materials should address your relevant education, experience, and skills as it relates to the qualifications and special requirements listed above. Failure to follow these procedures may result in your disqualification.

DEADLINE:

In order to be assured consideration, applications must be received by 11:59 PM on October 25th, 2026. The Wisconsin Court System will provide reasonable accommodations to qualified applicants when requested. For additional information on the court system visit our website at www.wicourts.gov.

Notice: Upon request, all prospective employees can obtain a copy of the Equal Employment Opportunity Utilization Report.

EQUAL OPPORTUNITY and E-VERIFY EMPLOYER