



## Division of Insurance

### Unclassified Job Announcement

Posted – September 12, 2023

## INSURANCE COUNSEL / HEARING OFFICER

### **RECRUITMENT OPEN TO:**

The Nevada Division of Insurance is seeking qualified applicants for the position of Insurance Counsel / Hearing Officer. This is an unclassified position that is appointed by and serves at the pleasure of the Commissioner of Insurance and reports to Division's Chief Legal Counsel. This is an open competitive recruitment, open to all qualified persons.

### **AGENCY RESPONSIBILITIES:**

As set out in NRS title 57, the Insurance Code, the Division of Insurance ("Division") works under the direction of the Commissioner to regulate the business of insurance in Nevada, protecting consumers' rights and the public interest. The Division licenses insurance companies, producers, and other licenses authorized by the Insurance Code, ensures insurance companies are financially solvent and able to pay insurance claims, reviews insurance policies to ensure compliance with Nevada insurance laws, reviews market conduct to ensure licensees are not acting unfairly or improperly, and monitors industry practices to ensure a level playing field and a competitive insurance market. The Division also reviews consumer complaints, investigates alleged violations of law, and takes enforcement action when appropriate. The Division holds hearings to adjudicate contested cases.

### **POSITION RESPONSIBILITIES:**

This position reports to the Chief Insurance Counsel of the Division of Insurance. Insurance Counsel advises and counsels the Commissioner on all matters relating to the regulatory responsibilities of the Division; advises and counsels Division staff on legal issues; represents the Division in administrative hearings whether taking administrative action for violations of the Insurance Code or defending Division actions; advises Division staff on proposed legislation and regulations; researches legal issues and writes formal opinions, proposed legislation or regulations, pleadings, legal memoranda, and correspondence; manages special projects for the Commissioner; and provides general legal support as assigned. Insurance Counsel may be appointed to serve as hearing officer in administrative hearings.

### **TO QUALIFY:**

To be considered for this position, an applicant must have the following:

- Juris Doctor from an accredited law school.
- Current license in good standing to practice law in the State of Nevada at the time of hire.

\* *Individuals with experience in the insurance industry or administrative law are highly desirable.*

**ANNUAL SALARY:**

Up to \$124,671. \*Salary reflects retirement (PERS) contributions by both the employee and the employer. An employer paid contribution plan is also available with a reduced gross salary. The State of Nevada offers an excellent benefit package that includes a retirement system, paid health, vision, dental, life and disability insurance; 11 paid holidays; and paid sick and annual leave. Other employee paid benefits such as a deferred compensation plan are also available.

**LOCATION/TRAVEL:**

The position can be based in Carson City or Las Vegas, Nevada. Occasional in-state and out-of-state travel is required.

**APPLICATION:**

A complete application consists of the following:

- Letter of interest
- Resume
- Legal writing sample (5-10 pages)

**APPLICATIONS WILL BE ACCEPTED UNTIL THE POSITION IS FILLED:**

Applications will be accepted on a first-come, first-served basis. Hiring may occur at any time during the recruitment process.

**SUBMIT APPLICATIONS & DIRECT INQUIRIES TO:**

Nevada Division of Insurance

Attn: **Todd Rich**

Email: [trich@doi.nv.gov](mailto:trich@doi.nv.gov)

*or mail to:*

1818 College Parkway, Suite 103

Carson City, NV 89706

PLEASE REFERENCE THE FOLLOWING IN THE SUBJECT:

Last Name/Insurance Counsel/How you heard about this position.

*The State of Nevada is committed to Equal Employment Opportunity/Affirmative Action in recruitment of its employees and does not discriminate on the basis of race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information (GINA), or compensation and/or wages.*