

**CEDAR KEY WATER AND SEWER DISTRICT
NOTICE OF JOB OPENING**

LEGAL COUNSEL

The Cedar Key Water and Sewer District is an independent special district created by the Florida legislature with the duty and authority to provide potable water and wastewater services within the boundaries of the District which are generally co-terminus with the boundaries of the City of Cedar Key. The District operates pursuant to a charter issued by the Florida Legislature, and is governed by a five-member elected governing board. It has the authority to collect user fees and impose ad valorem taxes. It serves a population of about 700, and has about 900 total accounts. Additional information may be found at the District's website: www.ckwater.org.

The District will be accepting applications for the position of legal counsel. The District's legal counsel is expected to:

- Provide legal representation to the District in all matters coming before the District.
- Attend a monthly meeting of the District governing board, generally held at 5:00 p.m. on the second Monday of each month, and also attend any special meetings called by the Board.
- Answer to the District governing board, but also work closely with the District's general manager to provide legal advice and services necessary to assist the general manager in carrying out the mission of the District.
- Act as an independent contractor subject to a contract with the District spelling out duties and compensation.
- Be licensed to practice law in the State of Florida.

A letter of interest and resume may be hand delivered to the District Offices at 510 3rd Street, Cedar Key; mailed to P.O. Box 309, Cedar Key, FL, 32625; or emailed to chad@ckwater.org. The application period will remain open until position is filled.

Dated: March 24, 2022