

## **Iowa Title Guaranty**

### **Job Notice:**

Claims & Mortgage Release Attorney

Annual Salary: \$60,652.80 to \$93,433.60

**Summary:** The purpose of this position is to investigate and make determinations on title claims and manage the mortgage release program for Iowa Title Guaranty.

### **Primary Duties:**

The Claims & Mortgage Release Attorney is responsible for the following:

- Intake, investigation, analysis, resolution and recoupment of claims
- Management the Iowa Title Guaranty Mortgage Release Program
- Provision of real estate and insurance underwriting legal counsel

### **Additional Expectations:**

- Intake and investigate title claims involving all aspects of real estate and insurance law, including challenges to title, transaction disputes, foreclosure matters, and contract actions to determine liability, if any, under an Iowa Title Guaranty Certificate and issue written coverage determination to the insured applying relevant Iowa statutes and case law.
- Draft and review various documents including affidavits, indemnity/contribution/settlement agreements, and releases necessary for resolution of claims.
- Initiate litigation/tender defense as necessary to resolve claims on behalf of the insured to resolve a claim. Prepare all court filings, exhibits and attend hearings, settlement conferences and mediations, as necessary.
- Direct supervision and litigation management of matters handled by the Iowa Attorney General's Office and outside retained counsel, including litigation strategy, review of pleadings and discovery responses, motions, briefs, depositions and review of attorney invoices. Attend litigation conferences, mediations, hearings and trials, as necessary.
- Evaluate potential Iowa Title Guaranty participant and independent third party and subrogation causes of action, initiating litigation where appropriate to mitigate Iowa Title Guaranty's losses or have the liable party directly contribute to claim resolution.
- Categorize and monitor claim statistics to identify trends and present to the Iowa Title Guaranty Director, Iowa Title Guaranty Board of Directors and underwriting attorneys to evaluate and revise standards, policies and training, as necessary.
- Set individual claim reserves and account for all general, legal and loss expenses on the matter.
- Advise compliance department of participant issues discovered during claims analysis and resolution. Provide compliance department with relevant supporting information and documentation to assist with audits of participants.
- Manage the statutorily created Iowa Title Guaranty Mortgage Release program that provides a mechanism for accepting, reviewing, evaluating and approving mortgage release requests.

- Provide legal review of applications, notices, publications, and issuance of releases for sufficiency and compliance with Iowa and federal law and internal controls.
- Provide real estate and insurance underwriting legal counsel to facilitate the issuing of Iowa Title Guaranty certificates in real estate transactions while appropriately managing risk to Iowa Title Guaranty.
- Coordinate and advise underwriting and compliance of identified trends and repetitive claims to assist with improvement of underwriting standards and training.
- Research laws, regulations, cases, legal opinions, policies, treatises, and precedents, and prepares legal memoranda on legal issues.
- Respond to requests from lenders, attorneys, abstractors and the general public for information or technical assistance; assists with problems or questions they may encounter and/or interprets, clarifies or reviews statutes, rules, and policies.

**About the Organization:** Iowa Title Guaranty is a division of the Iowa Finance Authority. The Iowa Finance Authority seeks candidates that contribute towards its Core Focus, and demonstrate the Core Values of the organization. Iowa Finance Authority is an EEO/AA employer. The Authority is located at 2015 Grand Avenue in Des Moines, Iowa.

**Core Focus:**

Enhance the quality of life for Iowans by making affordable financing possible for home and community.

**Core Values:**

- Integrity - Our employees, partners and customers can count on IFA to be honest and trustworthy
- Mission Oriented - We keep a constant focus on the Iowans our programs benefit
- Purposeful - We nurture a culture of outstanding work ethic, teamwork and diligence
- Accountability – We accept responsibility and honor our commitments
- Customer Service Focus – We are friendly, courteous and responsive
- Trusted Resource – We are a reliable resource for Iowans

**Additional Information:**

Closing Date: Thursday, October 6, 2016 at 4:30 p.m.

For Additional Information Contact: Christine Wetzler, HR Manager, at (515)725-4966.

**Education and Experience:**

Applicants must meet one of the following education and experience minimum requirements:

1. Graduation from an accredited school of law and experience equal to two years of full-time work in the practice of law; OR

2. Employees with current continuous experience in the State executive branch that includes experience equal to eighteen months of full-time work with the employing agency in the practice of law shall be considered as qualified.

**Selective Criteria/Codes:**

354 – Law degree

**To Apply:** Submit a cover letter explaining how you exemplify the Iowa Finance Authority's core values, job requirements and resume to [www.jobs.iowa.gov](http://www.jobs.iowa.gov) by the closing date. Applicant must pass a comprehensive background check before an offer for employment will be extended.



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