

**Title: Sr. Port Counsel**

**Salary range: \$125,321.00 - \$156,651.00**

**Application Deadline: March 11, 2018 8:00PM PST**

<http://www.portseattle.org/Jobs/Career-Opportunities/Pages/default.aspx>

**Refer to Job Opening 1148BR**

**PURPOSE:**

Provide legal counsel and litigation support to a variety of departments within the organization covering a wide spectrum of legal issues.

**ESSENTIAL FUNCTIONS:**

*This list is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and duties performed.*

*Essential duties and responsibilities may include, but are not limited to, the following:*

Provides advice and legal support in the following areas: municipal law or similar WA state statutory framework; commercial real estate transactions, e.g. purchase and sale agreements, street vacations, ground lease and option agreements, and easements; Federal Aviation Administration regulatory requirements for the Airport. Advises and provides legal opinions to the Port Commission and Executive team on a variety of municipal law and real estate issues.

May supervise outside litigation counsel in litigation and non-litigation matters.

**KNOWLEDGE, SKILLS & ABILITIES:**

Strong knowledge of municipal, statutory and/or regulatory frameworks; contracts and real estate transactions; knowing how and when to apply laws relating to open government, administrative procedures, as well as laws governing airports; basic working knowledge of legal requirements applicable to subject matters beyond area of expertise. Skills in communicating effectively, both verbally and in writing with people at many different levels of the organization. Proven ability to constructively engage with, interact and negotiate with staff from local, county, state and federal government. Ability to provide strategic advice; establish and meet schedules and move work forward. Ability to meet competing, urgent deadlines. Must understand the role of in-house counsel and its relationship to executive staff and elected officials.

**QUALIFICATIONS:**

Combination of education and experience demonstrative knowledge, skills and abilities equivalent to:

- Juris Doctorate and Washington State Bar admission; and
- Five (5) years of attorney experience with a focus on municipal law, contracts, and commercial real estate transactions.

**PREFERRED QUALIFICATIONS:**

- Experience in the aviation industry; specifically airports.

**ADDITIONAL INFORMATION:**

Weekly Standard Hours: Normal work schedule is Monday through Friday, 8:00 a.m. – 5:00 p.m.

*The Port of Seattle is an Equal Opportunity Employer, Affirmative Action employer and is committed to diversity in the workplace. Minorities, women, veterans and individuals with disabilities are encouraged to apply.*