

POSITION: Assistant General Counsel

SALARY: \$114,478.00 - \$184,950.00 Annually

OPENING DATE: 03/16/17

CLOSING DATE: 03/31/17 05:00 PM

GENERAL INFORMATION:

Are you energized by working with an interesting and challenging, subject matter? Does being surrounded by team of positive professionals inspire you? If you have an environmental legal background and are chomping at the bit to work with the Lower Willamette Program team providing legal advice regarding the Portland Harbor Superfund Site, then the Port's Assistant General Counsel position might be the job for you! This role will provide legal services to the Port primarily in the area of environmental regulatory matters and management strategies regarding environmental liability risks.

SUMMARY OF ESSENTIAL RESPONSIBILITIES:

- Provide legal services to the Lower Willamette Program (LWP) related to the Portland Harbor Superfund Site
- Represent the Port in the Lower Willamette Group (LWG)
- Assist with administrative processes with EPA providing advice regarding Upland Source Control Sites under DEQ supervision
- Advice and management of environmental insurance litigation
- Provide interpretation of agency regulations and guidance
- Negotiate with agencies and with third parties
- Conduct legal research, preparation of memoranda and other documents
- Review of Port agency deliverables and reports prior to submittal
- Assist Port staff and management with legal strategies
- Coordinate with other assistant general counsels in defending Port against claims by others and in developing strategies to minimize Port liability
- Coordination with other parties and work with team to ensure Port compliance with GASB 49 standard
- Assist with the supervision of Port outside counsel and consultants
- Provide general legal advice and support to Port staff and management on other environmental statutes, including Clean Air Act, Clean Water Act, National Environmental Policy Act, Resource Conservation and Recovery Act, and Endangered Species Act
- Provide legal advice to Port staff and management regarding environmental risks in transactions; assist other assistant general counsel in negotiation of contract terms or allocation of environmental risks in transactions
- Provide legal advice and assistance in support of Port efforts to address its aviation, marine and industrial development environmental contamination liabilities, including investigation and clean up and resolution of liability for contamination sites for which the Port has responsibility; provide legal advice and assistance with brownfield redevelopment

MINIMUM REQUIREMENTS:

- Bachelor's degree and Juris Doctorate are required
- Active member of local bar with the ability to obtain standing in the Oregon State Bar promptly is required
- 5-8 years practice in environmental and natural resources law, with a focus on environmental administrative agency (EPA and DEQ) process and cost recovery claims and

- litigation
- Public sector experience (preferred)
- Experience in all aspects of environmental laws including CERCLA and Oregon Cleanup Law
- Knowledge of all state and federal environmental and natural resources Laws, local and tribal environmental and natural resources regulatory agencies
- Familiarity with current issues of environmental concern to marine and aviation port authorities, including climate change laws and regulations
- High level of negotiation skills to be utilized in obtaining outcomes for business objectives in complex transactions
- Exemplary oral and written communications skills that effectively document, express information and gain support for business actions
- Demonstrated experience in accomplishing business goals while reducing business risks

SKILLS AND ABILITIES:

- Ability to effectively work with all client groups and stakeholders
- Strong interpersonal and teamwork skills to work collaboratively with all staff
- Skilled at working effectively with adverse counsel, public officials, agencies, customers and vendors.
- Ability to work in an office environment, with occasional travel to off-site meetings and educational conferences.
- Ability to routinely work beyond regularly scheduled hours
- Skilled at working effectively in a complex and diverse work environment
- Ability to demonstrate the Port's commitment to diversity and inclusion

ADDITIONAL INFORMATION:

- Diversity and Inclusion: At the Port, we don't just accept difference; we value and support it to create a culture of inclusiveness and fun. We are proud to be an Equal Opportunity Employer.
- EEO/Affirmative Action Policy Statement: The Port of Portland is dedicated to maintaining and improving a work environment, which extends equal opportunity to all individuals, regardless of their race, color, sex, age, religion, national origin, marital status, veteran status, disability or sexual orientation. Employment decisions shall be made in such a manner as to further the principle of equal employment opportunity and to comply with state, federal and local laws. We affirm through this policy statement our continuing commitment to the principles of nondiscrimination and affirmative action.
- Veterans Preference: Under Oregon law, qualified veterans may be eligible for veterans preference when applying for Port of Portland positions. If you are a veteran and would like to be considered for a veterans preference for this job, please provide the qualifying documents as instructed during the application process.
- Background Checks and Drug Testing: The Port of Portland will conduct background checks and/or drug tests for positions where such tests are required by regulation and for other highly sensitive positions.
- ADA Accommodation: Accommodations will be considered for applicants or candidates with a qualifying disability that prevents them from participating in this process. Accommodations will be made where the Port can reasonably do so without imposing an undue hardship on the business or compromising the integrity of the recruitment process. An applicant with any disability who believes that he or she needs an accommodation should contact Human Resources at 503.415.6539

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www2.portofportland.com/Careers>

Position #00711
ASSISTANT GENERAL COUNSEL
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503-415-6000

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Assistant General Counsel Supplemental Questionnaire

* 1. Are you an active member in the Oregon State Bar or have the ability to become a member?

Yes No

* 2. Do you currently have a Juris Doctorate?

Yes No

* 3. How many years of experience do you have in environmental and natural resource law?

4 years but less than 5

5 - 8 years

8 years and beyond

* Required Question