

**Company: Gateway Development Commission**

**Job Title: Associate General Counsel I**

**Location: New York/New Jersey**

**Date: February 20, 2024**

**Job ID: 9-001**

### Summary of Responsibilities

The Gateway Development Commission is seeking an experienced and motivated Associate General Counsel to support the General Counsel and Deputy General Counsel in protecting the Commission's legal interests and maintaining its operations within the requirements of law. The successful candidate will provide counsel to all levels of executive staff and assist in the management of operations of the legal department. In this role, you will identify and analyze legal issues, draft key documents, present clear recommendations to top management, and ensure legal compliance.

### Essential Functions

- Provide legal support to the General Counsel and Deputy General Counsel on all legal matters affecting the Gateway Program.
- Manage the legal department and supervise a team of attorneys and support staff.
- Identify and analyze legal issues, develop legal strategies, and provide counsel to all levels of executive staff.
- Draft and review legal documents, including contracts, agreements, policies, and regulations.
- Ensure legal compliance with applicable laws and regulations, particularly related to compliance with GDC's enabling legislation, GDC Bylaws and other existing corporate policies.
- Coordinate with outside counsel, as necessary, to resolve legal issues.
- Advise senior management on legal matters and provide guidance on risk management.
- Conduct legal research and provide legal opinions to senior management on complex legal issues.
- Assist in the development and implementation of corporate policies and procedures.

### Job Requirements

- Juris Doctor (J.D.) degree from an accredited law school. Excellent academic credentials. Admitted to practice law in New Jersey and/or New York.
- Minimum of 5 years of relevant legal experience, with experience working on sophisticated transactions, including drafting, and negotiating complex business contracts under New Jersey and/or New York law. Experience in resolution of claims, protests, and litigation.
- Knowledge of federal and state laws, regulations, and standards.
- Strong legal research, writing, and analytical skills.
- Excellent communication, interpersonal, and leadership skills.

- Ability to work independently and as part of a team.
- Knowledge of the transportation industry or public sector is a plus.

### Project Background

The Gateway Program is the most urgent infrastructure program in the country – a comprehensive set of rail investments that will improve commuter and intercity services, add needed resiliency and, in its later stages, create new capacity between Newark, New Jersey and New York City, the busiest section of the Northeast Corridor (NEC). The NEC between Boston, Massachusetts and Washington, D.C. is the nation’s busiest rail corridor, supporting a region that produces 20% of the Gross National Product. The 10-mile segment of the NEC within the scope of the Gateway Program carries over 200,000 daily Amtrak and NJ TRANSIT passenger trips on approximately 450 trains during non-pandemic conditions and is a vital artery in the region.

The first phase of the Gateway Program includes the Hudson Tunnel Project, which includes the construction of a new two-track tunnel under the Hudson River connecting to Penn Station New York as well as the full rehabilitation of the existing 110 year-old North River Tunnel. The project would create operational flexibility, rail network redundancy, and resiliency against future impacts to the Hudson River rail crossing. Environmental review for the project was completed in May 2021.

The Gateway Development Commission, established through bi-state legislation, is responsible for the financing and development of the Hudson Tunnel Project. The Commission is governed by a Board of 7 Commissioners appointed by each of Amtrak, New Jersey, and the New York State Department of Transportation, and works in partnership with Amtrak, NJ TRANSIT and the Port Authority of New York and New Jersey.

*The Gateway Development Commission is proud to be an Equal Opportunity Employer and administers all personnel practices without regard to race, color, religion, sex, national origin, sexual orientation, gender identity or expression, disability, protected veteran status or military status, or any other category protected under applicable law. We recognize that diverse teams make the strongest teams, and we encourage people from all backgrounds to apply.*

To apply, please email your cover letter and resume to [jobs@gatewayprogram.org](mailto:jobs@gatewayprogram.org) with the job title “Associate General Counsel I” in the subject line.