

Company: Gateway Development Commission
Job Title: Associate General Counsel II
Location: New York/New Jersey
Date: August 27, 2026
Job ID: 9-009

Summary of Responsibilities

The Gateway Development Commission is seeking an experienced and motivated Associate General Counsel II 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. Reporting directly to the General Counsel, 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.
- Identify and analyze legal issues, develop legal strategies, and provide counsel to all levels of executive staff on complex and novel legal issues involving the GDC, a bi-state agency.
- 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 and work with senior management on insurance requirements and risk management, particularly regarding potential claims arising out of construction and professional service contracts.
- Manage compliance with the Open Public Records Act (NJ) and Freedom of Information Law (NY), including intake, legal review, document redaction, and timely fulfillment of public record requests.
- 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 7 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.

Compensation & Benefits

- Competitive Salary
- Medical, Prescription, Dental, Vision Benefits subject to employee contributions
- Medical and Dependent Care Flexible Spending Accounts
- Life Insurance
- Commuter Benefits
- 401(a) Retirement Plan (6% of employee's salary funded by GDC)
- 457(b) Retirement Plan – (Roth or Pre-Tax Salary Contributions Elected by Employees)
- Earned Vacation (20 days per year) and Sick Time (12 days per year)
- Paid holidays

Project Background

The Hudson Tunnel Project (HTP) is the most urgent passenger rail infrastructure project in America. It involves constructing a nine miles of new passenger rail track, including a new two-track tunnel under the Hudson River connecting New Jersey to New York Penn Station, and the full rehabilitation of the existing 116-year-old North River Tunnel. The project will create operational flexibility and rail network redundancy to finally deliver reliable transportation to hundreds of thousands of daily commuters.

The HTP is the cornerstone of the Gateway Program, a comprehensive rail investment program that will modernize rail travel and create new capacity for the most congested section of the Northeast Corridor.

The Gateway Development Commission (GDC) is the bi-state public authority charged with delivering the HTP. GDC is governed by a seven-member Board appointed by Amtrak, New Jersey, and the New York State Department of Transportation. GDC 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, disability, protected veteran status or military status, or any other category protected under applicable law. We encourage qualified people from all backgrounds to apply.

To apply, please email your cover letter and resume to jobs@gatewayprogram.org with the job title "Associate General Counsel II" in the subject line.