



**SOUND TRANSIT**  
invites applications for the position of:

# SENIOR LEGAL COUNSEL

Equal Opportunity Employer/Protected Veteran/Disability

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**SALARY:** \$139,593.00 - \$174,491.00 Annually

**OPENING DATE:** 01/25/18

**CLOSING DATE:** 02/15/18 05:00 PM

**GENERAL PURPOSE:**

Sound Transit's legal department seeks a senior eminent domain/real estate attorney. As in-house counsel to a rapidly expanding regional transit authority, we advise agency staff and policy makers on complex legal matters and develop creative solutions that balance potential legal risks with strategic and public interests. We work with elected officials, the Federal Transit Administration, engineers, transportation planners, and other dedicated agency staff who plan, design, build and operate the region's high capacity transportation system. The position will fill a vacancy in our existing team of 11 attorneys practicing in a collegial environment in our International District offices.

Under general direction, provides professional senior level legal counsel to the Agency on a variety of highly complex legal matters, with an emphasis on eminent domain, property acquisition and relocation matters; has independent decision making responsibility for assigned legal matters; negotiates, drafts and approves agreements; comments on proposed legislation; prepares or reviews legal documents; represents the Agency in litigation; and provides specific and strategic legal advice directly to senior management and board members on significant legal matters that affect the overall Agency. Provides support to the General Counsel on miscellaneous matters.

**\*\*THIS JOB POSTING MAY BE USED TO FILL MULTIPLE POSITIONS**

**ESSENTIAL FUNCTIONS:**

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Provides legal advice and counsel to Agency senior management on complex legal matters including the legal implications of any action, inaction, or decision; and develops legal strategies and creative solutions to problems that balance potential legal risk with business interests.
- Prepares, reviews, and approves a variety of complex Agency agreements including settlement agreements.
- Advises the Board through reports, motions and resolutions; and advises and briefs the Board in executive and public session.
- Prepares, drafts, and/or revises legal documents, including letters, memos, briefs, opinions, resolutions, motions, policies, draft legislation and other complex legal documents.

- Manages Agency litigation; supervises assigned outside legal counsel; and represents the Agency in mediations and at trial.
- Reviews new and existing statutes and regulations that may affect the Agency; advises staff on the impact of new or existing statutes and regulations; assists in policy and legislative development; provides recommendations to senior management; and testifies before the State Legislature on Sound Transit's behalf.
- Develops a strong knowledge of Sound Transit's operation, including upcoming legal and business challenges; and remains aware of the political and business climate in which Sound Transit must operate.
- Ensures processes, policies and practices are interpreted and applied consistently and effectively; and ensures accountability and compliance with all current and applicable state and federal laws, Agency policies and procedures, rules and regulations.
- Provides support to the General Counsel as directed; serves as staff on a variety of boards, commissions, and committees; prepares and presents staff reports and other necessary correspondence; attends and participates in professional group meetings; maintains awareness of new trends and developments in the fields related to area of assignment; incorporates new developments as appropriate; ensures processes, policies and practices are interpreted and applied consistently and effectively; ensures accountability and compliance with all current and applicable state and federal laws, Agency policies and procedures, rules and regulations.
- It is the responsibility of all employees to follow the Agency safety rules, regulations, and procedures pertaining to their assigned duties and responsibilities, which could include systems, operations, and/or other employees.
- It is the responsibility of all employees to integrate sustainability into everyday business practices.
- Advises and consults with internal and external real property acquisition staff, consultants, and appraisers to acquire large volume of real property under threat of eminent domain.
- Collaborate with and manage outside counsel conducting eminent domain litigation, including dispute resolution processes.
- Counsel Sound Transit Board and staff in implementing the requirements of the Uniform Act and Washington eminent domain law.
- Review, draft, and negotiate complex settlement agreements.
- Negotiate and draft real estate transactional documents, intergovernmental agreements, and provide legal advice related to agency real property litigation matters.
- Other duties as assigned.

## **MINIMUM QUALIFICATIONS:**

### **Education and Experience:**

Graduation from a law school accredited by the American Bar Association with a Juris Doctorate Degree. Eight years of increasingly responsible legal experience with demonstrated expertise in eminent domain litigation and settlement.

### **Required Licenses or Certifications:**

Washington State Bar License or bar license from another state, with the expectation of obtaining Washington Bar license within six months of employment.

### **Required Knowledge of:**

- Real property valuation issues and techniques.
- Legal principles, practices, and procedures of eminent domain, real estate, municipal, and constitutional law.
- Operations, services and activities of a legal services program.
- Methods and techniques of negotiating legal issues, contracts and agreements.
- Methods and techniques of legal research.
- Judicial procedures and rules of evidence.
- Legal precedents and court decisions impacting litigation.
- State and federal court trial and appellate practice rules, regulations, policies and procedures.
- Modern office procedures, methods, and equipment including computers.

- Computer applications such as word processing, spreadsheets, and statistical databases.
- Pertinent federal, state, and local laws, codes, and regulations.

**Skill in:**

- Managing the work of outside counsel.
- Negotiating with other parties.
- Working with internal and external team to develop negotiation approach and objectives;
- Defining legal issues, collecting and analyzing information, and recommending action.
- Properly interpreting and making decisions in accordance with laws, regulations, and policies.
- Applying legal principles to novel situations.
- Preparing a variety of clear and concise legal documents including letters, memos, briefs, and other legal documents.
- Developing and implementing practical legal approaches that responsibly evaluate and balance legal risks with project demands.
- Conducting research on legal problems and preparing sound legal opinions.
- Analyzing and synthesizing information in a concise manner, developing and making recommendations on strategies, and communicating recommendation to appropriate individuals within and outside the agency.
- Operating office equipment including computers and supporting word processing.
- Managing multiple projects concurrently.
- Managing multiple tasks, setting objectives/goals, and re-prioritizing as needed.
- Establishing and maintaining effective working relationships with those contacted in the course of work.
- Applying advanced principles and practices of technical area of expertise.
- Applying strong interpersonal techniques and demonstrating a consistent commitment and ability to work with diverse work groups and individuals.
- Demonstrating a positive customer service orientation with both internal and external clients.
- Applying appropriate oral and written communication techniques to various individuals ranging from Agency employees, the general public, elected officials, community leaders, and local, state, and federal agencies.

**PHYSICAL DEMANDS/WORK ENVIRONMENT:**

- Work is performed in a standard office environment.
- Subject to standing, walking, bending, reaching, stooping, and lifting of objects up to 25 pounds.
- The Agency promotes a safe and healthy work environment and provides appropriate safety and equipment training for all personnel as required.

***Sound Transit is an equal employment opportunity employer. No person is unlawfully excluded from employment action based on race, color, religion, national origin, sex (including gender identity, sexual orientation and pregnancy), age, genetic information, disability, veteran status or other protected class.***

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To apply for a position, go to our Jobs website at: <http://www.soundtransit.org/About-Sound-Transit/Jobs>

Job #18-01281  
SENIOR LEGAL COUNSEL  
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OUR OFFICE IS LOCATED AT:  
401 S. Jackson Street  
Seattle, WA 98104-2826

[jobs@soundtransit.org](mailto:jobs@soundtransit.org)

We are an Equal Opportunity Employer and value workplace diversity. We seek to create an environment and culture that embraces the differences of our employees. You will find an exceptionally diverse group of people at Sound Transit with regard to culture, beliefs, communication styles, and life and work experiences.

All qualified applicants are considered in accordance with applicable laws prohibiting discrimination on the basis of race, color, religion, gender, national origin, age, sexual orientation, marital status, disabilities, gender identity, status as a parent, protected veteran status, or any other characteristic protected by law.

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### **SENIOR LEGAL COUNSEL Supplemental Questionnaire**

1. Please provide a brief writing sample authored by applicant.