

# STL PARTNERSHIP

## General Counsel

### **THE ORGANIZATION**

Our mission is to lead in the development and growth of long-term diversified business and employment opportunities by creating innovative solutions that generate increased wealth and enhanced quality of life for the citizens, businesses and institutions of the St. Louis region.

The St. Louis Economic Development Partnership marks a new era of collaboration within St. Louis by aligning regional efforts in business development, business finance, entrepreneurial support and international trade services.

Today, the Economic Development Partnership provides a broader range of services than most agencies of its kind, boosting innovation and entrepreneurship, attracting and retaining companies, increasing the region's international reach, and revitalizing municipalities, the partnership has become a key facilitator of regional growth for businesses and communities throughout the St. Louis Metropolitan area.



### **THE POSITION**

The lead legal profession on staff responsible for providing advice and counsel to supervisory personnel and governing boards across an array of legal domains.

#### **Job Functions:**

- Provide legal support real estate functions of the Partnership and affiliated entities, including, but not limited to: commercial, industrial, residential and mixed-use projects. Prepare and present documents pertaining to the acquisition, condemnation, finance, sale, blight, environmental remediation, construction and redevelopment of property. Review and/or prepare documents and participate in the negotiation of lease, and development agreements.
- Coordinate with staff to ensure the proper utilization of authorities granted under Missouri Revised Statutes, including the Land Clearance for Redevelopment Law – Chapter 99; Urban Redevelopment Corporation Law – Chapter 353; and the Port Authorities – Chapter 68.

- Provide legal support for various business finance and assistance programs, including loan closings, problem loan administration and litigation. Review documents and projects involving exempt bonds for manufacturers and 501(c)(3) organizations, and bonds for qualifying multi-family housing projects issued by the Industrial Development Authority – Chapter 349.
- Work with CEO, Associate Counsel, and staff to formulate agendas for various Board meetings, prepare and review resolutions for Board meetings, present resolutions/reports on matters relating to the legal department, respond to questions from Board members, provide legal analysis as requested by the Board and, through the CEO, advise the Board of major legal issues affecting the Partnership and its affiliated entities.
- Oversee corporate activities to identify those areas or issues requiring analysis. Research legal issues, derive conclusions, then formulate recommendations and alternative approaches concerning proposed activities.
- Discuss issues, concerns, and initiatives requiring legislative action with the CEO and other supervisory staff; draft, review, revise or comment on proposed legislation, as requested. In regard to legislation, identify and work with key persons and/or the Partnership and its affiliated entities that will be impacted and collaborate with them in order to secure a desired outcome; work with outside lobbyists; prepare/submit written material presenting legal positions to legislative committees; monitor and determine appropriate responses; obtain input and advise on approved legislation and its impact.
- Provide advice and counsel regarding contracts. Supervise Associate Counsel regarding requirements for the procurement of various types of goods and services; review and/or prepare requests for proposals and requests for qualifications or other solicitations; negotiate, draft and review contracts; determine and review legal requirements applicable to contracts and incorporate into contract language; ensure authorization and execution of contracts; monitor compliance with contract requirements and address breach of contract requirements.
- Make recommendations to CEO and supervisory staff regarding circumstances warranting the use of outside counsel. In regard to utilization of outside counsel and work with appropriate staff: solicit, interview, and make recommendations regarding selection; gather and provide information/materials necessary and beneficial to the Partnership and its affiliated entities; receive and review status reports; review, monitor and approve bills submitted for payment; and report or arrange for outside counsel to present to governing Boards.
- Coordinate response to media inquiries regarding legal issues of the Partnership and its affiliated entities.
- Monitor, review and analyze at all levels, law and regulations impacting the Partnership and its affiliated entities to ensure compliance. Prepare, review, revise and distribute to staff policies and procedures to ensure compliance.
- Participate in hiring, evaluation and termination of employees when necessary.
- Oversee grant compliance and procurement/contracting compliance for the Partnership and its affiliated entities.

- Respond to legal questions from Board members, federal, state, and local governmental agencies, and members of the public.
- Manage the Legal department staff and budget.
- Perform other duties and functions as required or assigned within the area of expertise or scope of position, including, but not limited to special projects as directed by the CEO.

### ***THE NEED***

#### **Professional qualifications for this position include:**

**Education:** Juris Doctor from an accredited institution and a license to practice law in the State of Missouri is required.

#### **Qualifications:**

- At least 10-15 years of experience with a focus in in municipal law, finance or real estate is strongly encouraged. Demonstrated capacity in the areas of:
  - relevant federal, state and local law regarding contract, real estate, finance, administrative, environmental, employment, not-for-profit, and municipal corporation issues;
  - legislative processes in the areas of contract, real estate, administrative, environmental, employment, not-for-profit, and municipal corporation law;
  - principles and processes involved in business and organizational planning, coordination and execution.
- Advanced knowledge and experience in the use of government incentives and redevelopment tools, including tax abatement, tax credits, and tax incentive finance – including Chapters 99, 100 and 353 of Missouri Revised Statutes concerning TIF, CID and TDD.
- Ability to read, analyze and summarize large quantities of written information, utilize legal reference materials and manipulate basic computer processing applications.
- Experience collaborating with multiple stakeholders in program/project management.
- Demonstrated ability to generate creative solutions.
- Outstanding verbal, written and interpersonal communications skills with a proven ability to work collaboratively with others.

**INTERPERSONAL CHARACTERISTICS:** Strong written and verbal communications skills and public speaking experience is expected. Supervisory skills and a team orientation, including the ability to work with and motivate a professionally diverse staff, is required. Candidates must have business and professional presence appropriate to serving as an ambassador for the Partnership in the community and with the media. It is expected that candidates will recognize and respect diversity and work effectively with people of other cultures and will have a desire to make a positive difference within the community.

**THE REWARD**

Commensurate with experience, we offer a competitive base salary and a culture which fosters and supports creativity and innovation. The St. Louis Economic Development Partnership offers a full range of employee benefits as well.

Interested and qualified applicants should submit their resume to <https://stlpartnership.aaimtrack.com>.

Also, applicants are encouraged to visit our website to learn more about the organization:  
<https://stlpartnership.com/>

*The St. Louis Economic Development Partnership is an equal opportunity employer. The organization considers applicants without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.*

**Employee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_