



Adirondack Park Agency

SHERMAN CRAIG
Chairman

TERRY MARTINO
Executive Director

NOTICE OF VACANCY **Pending Waiver and BDA Approval**

TITLE: Counsel

GRADE: Non-Statutory, Exempt

TYPE OF APPOINTMENT: Permanent

UNIT: Management Confidential

LOCATION: Ray Brook, Essex County

POSTED: 01/09/2018

REMOVE: When position filled

JOB DESCRIPTION: Under the general direction of the Executive Director, the Counsel: (1) provides legal advice to the Agency Chairperson, members, Executive Director; (2) is the director of the Agency's legal staff and supervises legal advice to the public; and (3) is a direct liaison with the Governor's Counsel. During Agency meetings the Counsel sits with the Agency Chair and Executive Director at the table for Agency Board deliberations. The Counsel exercises delegated responsibilities set forth in the Agency's Delegation Resolution, which assigns management roles for the Agency's Executive Director, Counsel and Deputy Directors for Planning and Regulatory Affairs. The Counsel advises the Agency in the development of policies and practices in connection with the administration and enforcement of the Adirondack Park Land Use and Development Plan and the Statewide Freshwater Wetlands Act and Wild, Scenic and Recreational Rivers System Act as these laws pertain to the Adirondack Park. The Counsel must also advise the Agency in all legal aspects relative to the Adirondack Park State Land Master Plan and its implementation. The Counsel participates in the formulation and carrying-out of staff level policies and practices including but not limited to the following:

- Counsel is responsible for providing legal services and advice to the Agency's regulatory, local planning assistance, State Land, and Park planning programs.
- The Counsel prepares all proposed rules and regulations required in the administration and enforcement of the laws charged to the Agency, and supervises legal staff in the conduct of all public hearings required for their promulgation.
- The Counsel is responsible for interpretations of the Agency's laws, rules and regulations, and the preparation of opinions on these for the Agency members as required.
- The Counsel is responsible for oversight of responses to all inquiries from land owners and developers as to the Agency's jurisdiction over land use and development within the Adirondack Park.

- The Counsel is responsible for providing legal oversight in planning, zoning and other land use controls to the Adirondack Park's 101 local governments.
- The Counsel is responsible for providing and preparing legislation relative to all Agency programs, and communicating potential actions to the Governor's Legislative Secretary. The Counsel is the Agency's liaison to the Attorney General's office, the Joint Commission on Public Integrity, and other agencies at the direction of the Board or the Executive Director.
- The Counsel is responsible for the review and analysis of pending state and federal legislation as it might affect Agency programs.
- The Counsel is responsible for negotiations, preparation and processing of third party contracts and provision of day-to-day legal services.
- The Counsel is responsible for organizing and conducting legal workshops throughout the Adirondack Park with lawyers, bankers, real estate brokers, etc. in order to explain and keep the public current relative to Agency laws and regulations.

The Adirondack Park Agency benefits from a Counsel who has a comprehensive understanding of land use and environmental law, including the Adirondack Park Agency statutes. Counsel should understand litigation risks associated with permitting and administrative decision-making. Counsel should be familiar with New York State and national environmental and municipal law advocates and their strategic direction.

Residence in the Tri-Lakes area of the Park is necessary for completion of the Counsel's duties. The appropriate candidate will either already live within the Adirondack Park or be willing to relocate. If not a Park resident, the candidate will fully understand the geographic challenges and extreme weather changes that come with residency in the 6 million acre Adirondack Park.

QUALIFICATIONS: Admitted to the New York State Bar.

SUBMIT RESUME TO: New York State Adirondack Park Agency
 ATTN: Elaine Caldwell, Administrative Officer
 PO Box 99
 Ray Brook, New York 12977
 E-mail to: Elaine.Caldwell@apa.ny.gov

We are an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin, disability, Vietnam era veteran status or sexual orientation in employment or in admission or access to Agency programs or activities. If you are an individual with a disability, as defined by State or federal law, you may be entitled to an accommodation to enable you to participate in the interview process and/or to perform the essential duties of the position for which you are applying. Please contact the Affirmative Action Officer to request an accommodation.