

Senior Staff Counsel/University Counsel
Auburn University

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Downloaded On: Aug. 13, 2025 5:29am

Posted Jan. 15, 2025, set to expire Oct. 31, 2025

Job Title	Senior Staff Counsel/University Counsel
Department	General Counsel
Institution	Auburn University Auburn, Alabama

Date Posted	Jan. 15, 2025
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Application Deadline	Open until filled
Position Start Date	Available immediately

Job Categories	Professional Staff
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Academic Field(s)	Legal Services
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Job Website	https://www.auemployment.com/postings/50750
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Apply By Email

Job Description

Job Summary

Auburn University's Office of General Counsel seeks a Senior Staff Counsel OR University Counsel with expertise in commercial real estate business transactions and other complex commercial matters, including construction, development and leasing. Such legal support may encompass a broad variety of issues related to facilities, real estate, title issues, commercial leases, construction and compliance, the acquisition and disposition of property, airport management, and legal issues pertaining to the design, construction, and delivery phases for both new construction and renovations. The Senior Staff/University Counsel may be asked to advise on such transactions as public/private partnerships, strategic financing, construction, and development agreements. The Senior Staff/University Counsel will provide contract negotiation, drafting, strategic planning and client counseling services to University constituents and associated University entities. This person will work closely with all the attorneys in the Office of the General Counsel and, at times, with outside counsel.

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For this position, the Office of the General Counsel seeks an attorney who has substantial sophisticated commercial transactional experience, strong drafting and negotiating skills, and the ability to work independently and as part of a team. The Senior Staff/University Counsel should have expertise as a commercial real estate attorney with the attitude of a generalist able to serve and support the institution in any assigned area of legal work. The ability to produce work comparable to that of experienced and sophisticated outside counsel is essential as the position will supervise and coordinate all work performed by any outside counsel. The Senior Staff/University Counsel should have advanced written communication skills and the ability to create and deliver effective materials and/or presentations appropriate to a particular audience, including university leadership, senior university officials, and university trustees. Also essential to this role are strong analytical and problem-solving abilities; initiative, intellectual curiosity, creativity, strategic common sense, and good judgment.

Auburn University is more than just an institution; it's a vibrant community where real people come together to make a difference. Our commitment to students, employees, communities, and our world runs deep, and it's reflected in every corner of our campus and beyond.

Life-Changing Impact: At Auburn, our work changes lives. Whether it's groundbreaking research, innovative teaching, administrative operations or community outreach, every effort contributes to positive change. We're not just clocking in; we're making a lasting difference in the lives of others.

How We Support You: Auburn cares for its greatest assets—its employees. Generous benefits, educational opportunities, and a supportive work environment make it a place where you can thrive. From health insurance to retirement plans, we've got you covered. Learn more about how we support employees by visiting aub.ie/working-at-auburn.

Come and Stay: The median length of employment for an Auburn employee is **10 years**. That's because Auburn invests in its people. We're not a revolving door; we're a family. The Auburn Family. We grow together, learn together, and build lasting relationships.

Sweet Home Alabama: The Auburn/Opelika area exudes small-town charm and warmth. With cozy traditions, excellent schools, and vibrant downtowns, it's a place where you'll feel at home. Plus, we're centrally located in the Southeast with easy access to Atlanta, Birmingham, and the Gulf of Mexico beaches.

A Place for Everyone: We are committed to fostering an environment where everyone feels valued and respected, and we celebrate our unique perspectives, backgrounds, and experiences. When you

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work at Auburn, you're a part of a rich tapestry of individuals who bring their authentic selves to the table to create a welcoming and engaging university community.

Essential Functions

- Provide high quality, timely, creative, and solution-oriented counsel, including research, writing, advice and advocacy on complex transactional matters.
- Negotiate and prepare legal documents for real estate and other complex commercial transactions.
- Review and interpret proposed state and federal legislation.
- Provide general legal and business advice as assigned by the General Counsel to meet the needs of the University.
- Other responsibilities as assigned by the General Counsel.

Minimum Qualifications

Senior Staff Counsel – Requirements

Juris Doctor (J.D.)/Bachelor of Law degree from an accredited law school and five (5) years of experience as an attorney in commercial real estate. Special considerations will be given to applicants with experience in higher education law.

University Counsel – Requirements

Juris Doctorate and ten (10) years experience as an attorney in commercial real estate. Substitutions allowed for Experience: When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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