

Associate General Counsel  
Worcester Polytechnic Institute

Direct Link: <https://www.AcademicKeys.com/r?job=259520>

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Posted Jul. 9, 2025, set to expire Nov. 4, 2025

**Job Title** Associate General Counsel  
**Department** Office of the General Counsel  
**Institution** Worcester Polytechnic Institute  
Worcester, Massachusetts

**Date Posted** Jul. 9, 2025

**Application Deadline** Open until filled  
**Position Start Date** Available immediately

**Job Categories** Professional Staff

**Academic Field(s)** Legal Services

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**Job Description**

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**JOB TITLE**

Associate General Counsel

**LOCATION**

Worcester

**DEPARTMENT NAME**

Office of the General Counsel

**DIVISION NAME**

Worcester Polytechnic Institute - WPI

**JOB DESCRIPTION SUMMARY**

## Associate General Counsel Worcester Polytechnic Institute

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Worcester Polytechnic Institute ("WPI") seeks a collaborative, solutions-driven, and detail-oriented attorney to join the Office of the General Counsel. The position will report directly to the Vice President and General Counsel. The successful candidate will be a generalist attorney providing day-to-day advice to university clients on a broad range of matters related to litigation and dispute resolution, policymaking, compliance, contract review and negotiation, labor and employment, student affairs, research and intellectual property, and federal and state regulatory issues.

Worcester Polytechnic Institute is a premier R1 research university known for its pioneering project-based learning approach. Our campus features advanced research laboratories in biotechnology, robotics, cybersecurity, and materials science, alongside modern academic buildings and residential facilities. WPI's hands-on educational model creates unique safety considerations across our diverse research and learning environments.

### **JOB DESCRIPTION**

#### **Responsibilities:**

- Provide timely legal advice, counsel, and representation to faculty, staff, and employees regarding state and federal laws, regulations, university business matters, policies, practices, and procedures.
- Draft, review and negotiate contracts related to various university projects, research, partnerships, governmental and commercial entities; and technology licensing agreements.
- Identify the need for institutional policy development and participate in policymaking to safeguard and advance university interests.
- Advise on institutional risk management, including legal assessment of operational, reputational, and compliance risks. Oversee the University's insurance program.
- Advise and assist on employment disputes, faculty and staff conduct matters, and internal investigations, including complaint resolution, disciplinary actions, and policy compliance in alignment with university procedures and applicable laws.
- Provide legal guidance on intellectual property matters arising from university research activities, including patent protection, copyright, trademarks, and licensing agreements. Partner closely with faculty, researchers, and technology transfer to facilitate innovation, compliance, and effective commercialization.
- Advise on compliance with federal, state, and local laws and regulations impacting higher education, including Title IX, FERPA, ADA, and the Clery Act. Monitor the evolving landscape of applicable federal laws, regulations, and guidance.

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**Requirements:**

- Juris Doctor (J.D.) from an ABA-accredited school.
- Licensed to practice law in Massachusetts and in good standing of all state bars where licensed to practice law.
- Minimum of four years of experience post J.D., preferably involving higher education.
- Excellent oral and written communication skills, negotiation skills, and an ability to learn new areas quickly. High attention to detail and accuracy.
- Ability to identify and address complicated and sensitive problems across a broad range of substantive areas with creativity and professional discretion and judgment.
- Interest in and capacity to learn new areas of law related to higher education.

**FLSA STATUS**

United States of America (Exempt)

**WPI is an Equal Opportunity Employer. All qualified candidates will receive consideration for employment without regard to race, color, age, religion, sex, sexual orientation, gender identity, national origin, veteran status, or disability. It seeks individuals from all backgrounds and experiences who will contribute to a culture of creativity, collaboration, inclusion, problem solving, innovation, high performance, and change making. It is committed to maintaining a campus environment free of harassment and discrimination.**

**To apply, visit:** [https://wpi.wd5.myworkdayjobs.com/en-US/WPI\\_External\\_Career\\_Site/job/Worcester/Associate-General-Counsel\\_R0003219](https://wpi.wd5.myworkdayjobs.com/en-US/WPI_External_Career_Site/job/Worcester/Associate-General-Counsel_R0003219)

**About WPI**

WPI is a vibrant, active, and diverse community of extraordinary students, world-renowned faculty, and state of the art research facilities. At WPI, we have competitive and comprehensive benefits, including health insurance, long-term care, retirement, tuition assistance, flexible spending accounts, work-life balance and much more.

**Diversity & Inclusion at WPI**

WPI is committed to creating an inclusive workplace where everyone feels valued and respected; a place where every student, faculty and staff member can be themselves, so that they can study, live, and work comfortably, to reach their full potential, and make meaningful contributions in order to meet departmental and institutional goals. WPI thrives on innovative practice and welcomes diverse

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perspectives, insight, and people from diverse lived experiences, to enhance the community environment and propel the institution to the next level in a competitive, global marketplace.

**Contact Information**

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

**Contact**

N/A

Worcester Polytechnic Institute

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