



**NC STATE**



**Job Prospectus for Deputy General Counsel**

**Raleigh, NC | Winter 2024**



## The NC State Office of General Counsel

The NC State Office of General Counsel provides, manages, and coordinates all legal services for the university in a collegial, responsive and professional manner. The office provides legal and risk management advice on a wide variety of matters to the Board of Trustees, the Chancellor, senior officers, other university administrators, and faculty and staff who are acting on behalf of the university. These matters include, but are not limited to, employment, student affairs, athletics, public records, real property, sponsored programs, intellectual property, purchasing and civil rights. The office represents the university in administrative proceedings before federal and state agencies and coordinates all litigation matters.

## The Opportunity

The NC State Office of General Counsel invites applications for the position of Deputy General Counsel.

The Deputy General Counsel plays a pivotal role in advancing the university's mission by providing high-level legal counsel and strategic guidance on matters impacting North Carolina State University. As a trusted advisor and key member of the Office of General Counsel leadership team, this position reports directly to the Vice Chancellor and General Counsel.

The Deputy General Counsel will collaborate with a dedicated team of legal professionals to address a wide array of legal, risk management, and compliance issues, ensuring the university operates within legal and regulatory frameworks while supporting its academic and operational goals. This role is responsible for delivering proactive legal strategies, managing complex legal matters, and building strong relationships with university leadership, faculty, and staff.

## Key Responsibilities of the Position

- Serves as a strategic advisor to the Vice Chancellor and General Counsel, providing expert legal advice and innovative solutions on issues affecting the university.
- Advises senior executives, department leaders, staff and faculty on legal risks and opportunities, ensuring alignment with university goals and policies.
- Oversees and manages legal services, depending on need, in areas such as, but not limited to, employment law, governance, contracts, risk management, litigation, and other areas as assigned by the Vice Chancellor and General Counsel. This may include high-profile legal matters and larger legal projects, as necessary.
- Manages, mentors, and supervises Office of General Counsel staff in the delivery of legal services, including project allocation and performance assessment, advising on hiring decisions, identifying and providing training, engaging in ongoing direct supervision, addressing personnel issues and actions, and conducting performance reviews.
- Manages the effective delivery of outside legal services for legal matters when necessary, and manages related costs as assigned.
- Represents the university in negotiations, mediations, and proceedings as necessary, including proceedings before various local, state, and federal agencies and courts. Communicates, and interfaces with attorneys representing potential litigants and complainants having disputes with the University.
- Advises and serves on ad hoc and standing committees as assigned.
- Drafts, reviews, and recommends revisions to university policies.
- Provides training and presentations on legal issues and developments for members of the University community.
- Maintains and improves personal legal expertise by following developments and participating in continuing legal education regarding higher education law.
- In partnership with the Vice Chancellor and General Counsel, handles other legal and administrative duties as assigned.

## Minimum Education/Experience

The ideal candidate for the position must have a Juris Doctor degree from an accredited U.S. law school. A North Carolina state bar admission or eligibility for admission within one year of hire. Minimum of 10 years of relevant legal experience.

## Required Qualifications

The successful candidate must possess the following:

- High level of problem-solving ability including working collaboratively to find solutions to very complex problems.
- Ability to plan for and lead complex projects requiring a team approach for resolution within deadlines.
- Excellent communication skills, including demonstrated ability and judgment in the timely, effective transmission of information to key stakeholders.
- Ability to collaborate with stakeholders in a collegial, team-oriented manner.
- Excellent legal analysis and advising skills.



## Preferred Qualifications

- Experience in litigation (including specialized knowledge of state and federal litigation involving universities) and one or more additional fields of substantive law relevant to the needs of the University.
- Experience in employment law, ideally in a higher education setting.
- Student affairs (FERPA; Title IX, academic and non-academic discipline; disability accommodations and ADA compliance; local, state, and federal civil rights laws affecting admissions, financial aid and programs; athletics; study abroad).
- Faculty and academic affairs (tenure, academic freedom, grievances).
- International and immigration law.
- Copyright and intellectual property.
- General liability/risk management.
- Litigation.
- Charitable giving and associated/affiliated entities.
- Complex commercial transactions and tax implications for state entities.
- College athletics.
- Research.
- Board governance laws.

## How to Apply

Inquiries and nominations are invited and may be directed to: NC State Executive Search Services: Justin Lang, at 919-513-1963 or [jdlang2@ncsu.edu](mailto:jdlang2@ncsu.edu).

Confidential review of applications will begin in December 2024 and will continue until the position is filled. Candidates should provide a resume/CV, cover letter, and the names and contact information for three (3) professional references. References will not be contacted without prior knowledge and approval of candidates. These materials must be submitted online at <https://jobs.ncsu.edu/> (position # 00006027).



## About NC State

At NC State, we create prosperity for North Carolina and the nation. We began as a land-grant institution grounded in agriculture and engineering. Today, we're a pre-eminent research enterprise that excels across disciplines.

NC State is a powerhouse in science, technology, engineering, and math. We lead in agriculture, education, textiles, business, and natural resources management. We're at the forefront of teaching and research in design, the humanities and the social sciences. And we're home to one of the world's best colleges of veterinary medicine.

Our more than 38,000 undergraduate and graduate students learn by doing. They pursue original research and start new companies. They forge connections with top employers and serve communities local and global. Through it all, they enjoy an outstanding return on investment.

Whether it's [Princeton Review](#) ranking NC State among the nation's best values for universities, Money magazine naming it the No. 1 best college for your money in North Carolina, or [U.S. News & World Report](#) ranking NC State among the top 10 best values in public higher education, the university has many reasons to be proud.

Each year, NC State adds [\\$6.5 billion to the statewide economy](#), equivalent to creating more than 90,000 new jobs. That represents a significant return on investment for the citizens of North Carolina in the form of research advances, innovative technologies, successful companies, skilled graduates, and new jobs waiting for them. We're also No. 2 in the country for research commercialization among U.S. universities without a medical school.



Our more than 9,500 faculty and staff are world leaders in their fields, bridging the divides between academic disciplines and training high-caliber students to meet tomorrow's challenges. Together, they forge powerful partnerships with government, industry, nonprofits, and academia to remake our world for the better. We expect everyone to give of their talents, skills, time and effort to make NC State an environment of inclusive excellence for all.

## About Raleigh and North Carolina

North Carolina's rapid growth makes the state a diversity leader and top spot for young professionals and families.

Raleigh reflects statewide growth as a city on the rise:

- No. 6 among the best places to live in the U.S. ([U.S. News & World Report, 2025](#))
- No. 2 among the best-performing cities in the U.S. ([Milken Institute, 2024](#))

With Durham and Chapel Hill, the capital city anchors the Research Triangle, a national hotspot for high-tech enterprise. The region's top companies — including IBM, Cisco Systems, SAS Institute, Biogen Idec and GlaxoSmithKline — rank among the country's best employers. NC State also maintains strong agricultural partnerships with Bayer, BASF and Syngenta, companies that lead the way in hiring new NC State graduates.

Celebrating its 137<sup>th</sup> year in 2024, NC State continues to make its founding purpose a reality. Every day our career-ready graduates and world-leading faculty make the fruits of learning, discovery and engagement available to people across the state, throughout the nation and around the world.



*NC State University is an equal opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to race, color, national origin, religion, sex, gender identity, age, sexual orientation, genetic information, status as an individual with a disability, or status as a protected veteran. Individuals with disabilities requiring disability-related accommodation in the application and interview process are welcome to contact 919-515-3148 to speak with a representative at the Office of Equal Opportunity.*