

Chief Campus Counsel – SUNY Upstate Medical University

The State University of New York Office of General Counsel (“OGC”) provides legal services and support to the Board of Trustees, the Chancellor and senior officers in System Administration at Albany, New York, and the presidents and administrators of the campuses within the SUNY (“System”). Under the leadership of the Senior Vice Chancellor for Legal Affairs and the General Counsel, the OGC is responsible for providing legal services to the System and the 29 state operated campuses. The OGC consists of 45+ experienced higher education attorneys, paralegals and support staff located in Albany at the System Administration headquarters and at campus-based satellite offices such as at the four University Centers the Health Science Centers, and at several comprehensive colleges/universities.

The legal practice of the OGC involves providing legal advice on an array of topics, including public procurement, governance and ethics, legislation, health care, capital construction, public finance, labor grievances and arbitration, litigation oversight (the State’s Attorney General defends litigation brought against the University), student affairs, and the use of real property. The OGC represents SUNY in interactions with State officials who may regulate the affairs of SUNY, including the Attorney General, State Comptroller, the Governor and staff, and members of the State Legislature and staff as well as other state and local agencies and entities.

Chief Campus Counsel - Job Standard / Operational Needs: The Chief Campus Counsel reports to the SUNY Senior Vice Chancellor for Legal Affairs and General Counsel through the Assistant Deputy General Counsel with the SUNY Upstate President being the chief client for all legal matters. The Chief Campus Counsel will serve as lead attorney in all aspects of the management and supervision of the SUNY OGC satellite office located on the campus of SUNY Upstate Medical University located in Syracuse, N.Y., comprised of its 4 health sciences colleges – Medicine, Health Professions, Nursing, and Graduate Studies – as well as Upstate University Hospital (comprised of two campuses), and the Golisano Children’s Hospital (collectively, “SUNY Upstate”). The SUNY Upstate OGC office provides highly competent, professional, and timely legal services to leadership and administrators at SUNY Upstate, effective legal advocacy, and preparation and review of campus documents/policies, among other assigned tasks.

This position requires an experienced healthcare law attorney who is conversant with the legal issues associated with operation of all components of an academic medical center, including but not limited to:

- Advising senior management and governing boards of SUNY Upstate on the application and interpretation of federal and state laws and regulations, particularly those pertaining to higher education, hospital operations and academic medical center administration;
- Advising SUNY Upstate leadership on the merits of litigation (including litigation within the jurisdiction of the Office of the New York State Attorney General), regulatory actions, or administrative proceedings filed against or on behalf of SUNY Upstate and its other related entities, works with management to define overall strategy and suitable resolution of such matters, including the application of Section 17 coverage and/or Professional Liability coverage;
- Works collegially with other departments within SUNY Upstate, such as Compliance, Internal Audit, Regulatory Affairs, Risk Management, Contracts Management and Procurement, Information Systems, and Human Resources;
- Oversees complex legal matters related to contracts, healthcare fraud and abuse (e.g. Stark, Antikickback, Civil Monetary Penalties, etc.); healthcare/corporate transactions, including mergers and acquisitions, joint ventures, affiliations; general healthcare law, hospital operations, and other regulatory issues;
- Graduate medical education administration, clinical trials and medical research activities, provider credentialing, medical staff bylaws administration, compliance with professional licensure requirements, including scope of license compliance;
- Hospital and University contract procurement processes, including familiarity with New York State finance laws; non-procurement agreements (such as Inter-Agency MOU’s, affiliation, and academic agreements); and, ethics and public officers law compliance;
- Higher education student affairs issues, including Federal CLERY, FERPA, Americans with Disabilities Act (ADA); Section 504 legal issues; and Title IX compliance;

- Assesses the effects of proposed legislation and community activities on the organization. Participates in professional organizations to follow developments in legal or regulatory landscape that may affect SUNY Upstate.
- Administrative management and oversight of the SUNY Upstate OGC office, including supervision of campus counsel, paralegals and administrative support staff, the assignment and timely assessment of legal matters falling within the purview of the SUNY Upstate OGC office, as well as other daily office administrative matters, such as office budgeting and recommendations regarding office staffing;
- Manages the utilization of outside counsel to provide legal services to SUNY Upstate. Evaluates the work performed by outside counsel to ensure that such legal services are provided in a legally effective, timely, and cost-efficient manner;
- Demonstrates a commitment to diversity, equity, and inclusion through continuous development, modeling inclusive behaviors, and proactively managing bias and implementing change; and
- Such other duties as may be assigned by the Vice Chancellor of Legal Affairs and General Counsel and/or President of SUNY Upstate Medical University.

Minimum Qualifications

- At least 10 years practicing as a healthcare attorney, with at least 5 years of significant legal experience working in-house demonstrating progressively responsible legal experience
- Excellent interpersonal skills and ability to work collaboratively in a team environment
- Excellent legal analysis, legal writing and editing, and oral advocacy skills
- Strong organizational, interpersonal communication, and problem-solving skills
- Ability to function effectively in a fast-paced environment with multiple and changing priorities and objectives
- Juris Doctor from an accredited ABA law school (or foreign equivalent)
- Admission in good standing with the New York State Bar or eligibility for admission within 6 months of start date

Preferred qualification

- Experience in an Academic Medical Center

Additional Information (Travel, Work Schedule etc.)

- This position will be physically located at SUNY Upstate in Syracuse, NY. Travel may be required to other SUNY campuses and from time to time to Albany, NY and/or other OGC regional offices. Limited telecommuting may be available, subject to policies of the SUNY Board of Trustees and SUNY System Department of Human Resources.
- Management/Confidential appointments serve at the pleasure of the SUNY Vice Chancellor of Legal Affairs and General Counsel and are not represented by a union.
- Offers of employment may be contingent upon successful completion of a pre-employment background check and verification of degree(s) and credentials.

Position comes with excellent benefits.

Interested candidates, please visit the following link to view the complete posting and apply:

<http://careers.upstate.edu/cw/en-us/job/508798?ApplicationSubSourceID>

We are an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, protected veteran status or disability or other protected classes under State and Federal law.