



## **Position Announcement #123013 – Senior Vice President and General Counsel**

### **Who We Are:**

The Corporation for Public Broadcasting (CPB) is a private, nonprofit corporation created to ensure universal access to non-commercial high-quality content and telecommunications services. We invest in programs and services that are educational, innovative, locally relevant, and reflect America's common values and cultural diversity. Through grants, we encourage the development of content that addresses the needs of unserved and underserved audiences.

CPB is currently seeking to hire a **Senior Vice President and General Counsel**. This position reports directly to the President and CEO.

The current incumbent in this position will be retiring in the first quarter of 2024 and CPB's goal is to have this position filled no-later-than January 2024 to allow for transition between the incumbent and the new hire.

### **Position Opportunity:**

The Senior Vice President and General Counsel serves as the chief legal officer of the Corporation for Public Broadcasting. The General Counsel represents and advises the Board of Directors and CPB management on legal, policy, legislative, telecommunications and regulatory matters affecting the Corporation and public media.

**Education:** Law degree from an accredited ABA-approved institution and admission to the District of Columbia Bar (or eligible for admission by motion to the D.C. Court of Appeals under Rule 46).

### **Required Qualifications:**

- Fifteen or more years' experience in corporate law and familiarity with running an in-house legal organization.
- Expertise in national telecommunications and public media policy issues.
- Working knowledge of intellectual property matters.
- Demonstrated ability to work collegially with and maintain the confidence of management and the Board of Directors.
- Proven ability to lead and develop staff to achieve organizational objectives.
- Adherence to professional standards of conduct and corporate codes of ethics.
- Ability to present information effectively and persuasively, both orally and in writing.
- Strong project management, facilitation and policy development skills and proven ability to develop consensus.
- Some travel required.

### **Position Responsibilities:**

- Ensures the Corporation's compliance with federal and District of Columbia laws and regulations by representing and advising the Board of Directors and CPB management on a full range of legal and public policy matters and business transactions.
- Provides expertise on telecommunications issues and the strategic implications of changes in

public media content and delivery platforms. Develops and recommends policies and procedures to safeguard the interests of CPB and public broadcasting organizations. Participates with other national organizations in proceedings before the Federal Communications Commission.

- Represents the Corporation before the courts and regulatory agencies. Provides legal assistance in the negotiation of major contracts and related matters. Provides legal support services required for day-to-day corporate operations. Retains outside counsel where appropriate and necessary for the well-being of the Corporation.
- Advises the Board of Directors, CPB officers and employees on compliance with CPB Codes of Ethics and Conflict of Interests policies.
- Works collaboratively with other officers to develop the Corporation's strategies and initiatives, including the Community Service Grant program, Television and Radio Interconnection Agreements and National Programming Service grants. Ensures consistency of CPB grant programs and policies and their compliance with the Communications Act.
- Oversees CPB's grant programs and policies and supervises the Deputy General Counsel, Assistant General Counsel and Paralegal in the development, drafting, negotiation, execution and amendment of CPB agreements, including routine CPB grants and contracts and major business transactions. Ensures the adequacy and quality of all contractual agreements.
- Sets objectives for the department to support corporate-wide objectives and guides staff to ensure successful achievement of goals and manages department budget.

**Location:**

CPB is conveniently located amidst multiple metro stops at 401 Ninth St. NW, Washington, DC. We are a largely local workforce and value employee flexibility, when possible. Currently, most positions are offsite or hybrid, depending on the role.

**For more information about CPB, our programs, and our mission, please visit our website at [www.cpb.org](http://www.cpb.org). All applicants must submit a cover letter and resume.**

***The Corporation for Public Broadcasting has a commitment to the principle of diversity, as it creates a healthier work environment. In that spirit, we welcome applications from all qualified individuals without regard to race, color, religion, gender, sex, age, national origin, veteran status, disability, sexual orientation, gender identity or expression, marital status, or any other characteristic protected by law.***