



**JOB OPPORTUNITY  
GENERAL COUNSEL**

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**Open To:** The Public  
**Location:** Bradley International Airport - Windsor Locks, CT  
**Job Posting No:** CAA1302  
**Hours:** Monday to Friday - 8:30 a.m. to 5:00 p.m.  
**Salary:** Negotiable  
**Closing Date:** June 28, 2013

**Eligibility Requirement:** N/A

**Summary of Position:** As a member of the Connecticut Airport Authority (CAA) senior management team, this position is responsible for legal work and directing the work of any outside counsel working on behalf of the CAA and for acting as legal advisor to the Board of Directors and the Executive Director. Works on an interdepartmental basis with other managers and staff to achieve established organizational strategic goals and objectives.

**Knowledge, Skills and Abilities**

To perform this job satisfactorily, an individual must be able to perform each essential duty satisfactorily and independently. The requirements listed are representative, but not necessarily all-inclusive of the knowledge, skill, and/or ability required:

- Considerable knowledge of legal principles, practices and procedures in Connecticut.
- Considerable knowledge of legal research techniques, including methods and procedures of legislative research.
- Considerable knowledge of the Uniform Administrative Procedures Act.
- Considerable knowledge of and ability to interpret and apply relevant state and federal laws, statutes, regulations and legislation.
- Considerable knowledge of principles and practices of public administration including policy development, implementation and evaluation.
- Considerable knowledge of relevant CAA policies and procedures.
- Considerable knowledge of how Connecticut Quasi-public State Agencies function and operate.
- Knowledge of the rules of evidence.
- Knowledge of the legislative and regulatory processes.
- Considerable interpersonal skills and the ability to interact with and coordinate with airport partners including airlines, engineers, architects, consultants and contractors, tenants, lessees, businesses, State, federal, regional and local officials and other departments within the CAA.
- Considerable oral and written communication skills.
- Considerable ability to apply judicial decisions to the interpretation of statutes.
- Considerable ability to analyze and organize technical data and coordinate elements of legal cases.
- Considerable negotiating and contract management skills.

**General Experience:** Seven (7) years experience practicing law.

- Three (3) years of the experience must have been at an advanced working level.
- Practicing law related to airport/aviation matters is a plus.

**Special Experience:** Must be admitted to practice law in the State of Connecticut

**Character Requirement:** An individual serving in this position must be able to successfully undergo a thorough background and security screening, including being fingerprinted, and maintain required security clearance during the duration of employment.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter and a resume to:

**Ron Frost**  
**The Connecticut Airport Authority**  
[rfrost@ctairports.org](mailto:rfrost@ctairports.org)

**THE CAA IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**