



## **Job Vacancy Notice**

**Functional Title:** General Counsel

**Civil Service Title:** Executive Agency Counsel

**Department:** Legal

**Salary:** \$220,000 - \$250,000

**Posted Until:** 12/12/2025

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### **About TRS**

Since 1917, the Teachers' Retirement System of the City of New York (TRS) has been securing better futures for NYC educators. With a pension fund valued at approximately \$120 billion, TRS serves over 215,000 members, providing them with retirement, disability, and death benefit services.

TRS' Qualified Pension Plan (QPP) is a defined benefit plan that provides members with a monthly retirement allowance upon meeting certain eligibility requirements. TRS members can also enhance their benefits with a Tax-Deferred Annuity (TDA) Program, which offers multiple investment options and tax-deferred earnings.

At TRS, we seek dedicated professionals who are passionate about their work and committed to excellence. We pride ourselves on our member-centric culture, focused on delivering outstanding service and support to our members.

### **Position Summary**

TRS is seeking a highly accomplished and strategic General Counsel to serve as the agency's chief legal officer. This executive-level position reports directly to the Executive Director and is responsible for leading all legal functions across the organization. The General Counsel will provide authoritative legal guidance to the Board of Trustees, Executive Leadership, and operational units, ensuring compliance with applicable laws, regulations, and policies governing public pension administration.

This role requires a seasoned legal professional with deep expertise in public sector law, pension systems, and fiduciary governance. The ideal candidate will be a senior-level or executive with at least 10–15 years of progressively responsible legal experience, including leadership of legal teams and direct engagement with high-stakes regulatory and policy matters.

### **Key Responsibilities**

- Serve as the agency's top legal advisor, shaping legal strategy and ensuring alignment with TRS's mission, values, and regulatory obligation.
- Provide expert counsel to the Board of Trustees and Executive Leadership on governance, fiduciary duties, risk management, and policy development.

- Lead and manage the Legal Division, including attorneys and support staff; oversee outside counsel and legal consultants.
- Negotiate and draft complex contracts, agreements, and legal documents critical to TRS's operations and strategic initiatives.
- Advise on labor relations, employment law, and union matters; collaborate with HR and senior management to address workplace legal issues.
- Oversee legal review of Domestic Relations Orders (DROs), Powers of Attorney (POAs), and other binding documents.
- Represent TRS in legal matters with regulators, external counsel, and key stakeholders; maintain strong relationships built on trust and credibility.
- Monitor legal and regulatory developments affecting public pension systems; participate in relevant industry and professional forums.
- Promote legal awareness across the agency; communicate legal guidance clearly and effectively to internal and external audiences.

### **Minimum Qualifications**

Admission to the New York State Bar; and four years of recent full-time responsible, relevant, satisfactory legal experience subsequent to admission to any bar, eighteen months of which must have been in the supervision of other attorneys, in an administrative, managerial or executive capacity, or performing highly complex and significant legal work.

Incumbents must remain Members of the New York State Bar in good standing for the duration of this employment.

### **Preferred Skills**

- At least 10 – 15 years of progressively responsible legal experience, including leadership of legal teams.
- Extensive experience in public pension law, ERISA, fiduciary governance, and investment related legal matters.
- Strong background in statutory interpretation and application of legal framework to operational decision-making.
- Familiarity with IRS regulations governing qualified retirement plans.
- Expertise in civil service law, employment law, and labor relations in unionized public sector environments.
- Proven ability to lead and develop high-performing legal teams.
- Working knowledge of NYC ethics laws, procurement practices, and administrative procedures.
- Experience advising executive leadership and boards in government of quasi-government agencies.
- High ethical standards, sound judgement, and a deep commitment to public service.

### **Benefits of Working for the City of New York**

- Flexible Work Arrangements: Hybrid work schedules offer a balanced combination of remote and in-office work, promoting a healthy work-life balance.

- Comprehensive Health Benefits: Access to excellent healthcare coverage, including medical, dental, and vision plans.
  - Retirement Plans: Robust pension plans, including the New York City Retirement Systems (NYCERS), and NYC Deferred Compensation (401k and 403b) providing financial security post-retirement.
  - Commuter Benefits: Enjoy pre-tax deductions for eligible commuting expenses, reducing your taxable income and saving you money.
  - Professional Development: Opportunities for continuous learning and career advancement through various training programs and workshops.
  - Competitive Salaries: Competitive compensation packages commensurate with experience and responsibilities.
  - Paid Time Off: Generous paid leave policies, including vacation days, sick leave, and holidays.
  - Work-Life Balance: Programs and policies supporting a balance professional and personal life.
  - Career Growth: Long-term career prospects supported by a stable and well-established city government.
  - Public Service Loan Forgiveness (PSLF): Eligibility for federal loan forgiveness programs and state repayment assistance programs, while working full-time for a qualifying employer like the City of New York.
  - Diverse Work Environment: Inclusive and diverse workplace culture, reflecting the vibrant city of New York.
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## How to Apply

Interested candidates are invited to submit their resume, and cover letter to [Careers@TRS.NYC.NY.US](mailto:Careers@TRS.NYC.NY.US) with the subject line "General Counsel Application – [Your Name]." Please ensure all documents are in PDF format. Applications will be reviewed on a rolling basis until **December 12, 2025**. Only qualified candidates will be considered. For any questions or further information please contact [Careers@TRS.NYC.NY.US](mailto:Careers@TRS.NYC.NY.US).

**TRS is an Equal Opportunity Employer**