Division Senior Corporate Counsel - Central
Renton, WA

ReqID: 450387
Company: Providence
Job Category: Legal
Shift: Day
Schedule: Full time
Work Location: Providence Valley Office Park-Renton

The Division Senior Corporate Counsel position is responsible, under the guidance of Department of Legal Affairs (DLA) Leadership, for providing valued, strategic, and practical legal services for one of the System Divisions (North, Central, South, PCN) ("Division") within Providence St. Joseph Health ("Providence"), and for specific projects as assigned. The Division Senior Corporate Counsel has a significant degree of independence exercised in performing their duties and responsibilities. The Division Senior Corporate Counsel serves as the "single point of contact" for a Division.

The Division Senior Corporate Counsel provides legal advice, strategic business consultation, policy analysis and interpretations of numerous areas of law, and policy recommendations. The Division Senior Corporate Counsel provides opinions and guidance to executive management teams and other internal clients.

The Division Senior Corporate Counsel keeps informed of opinions, orders, decisions, and developments relating to legal requirements within the Division or their area(s) of responsibility, and other matters of interest, and carries out the essential position responsibilities in a timely manner in response to client needs. The Division Senior Corporate Counsel is responsible for fostering development of key legal talent and may be assigned responsibility for directly supervising attorney and non-attorney practice support staff and/or administrative duties within the DLA.

The Division Corporate Counsel performs all duties in a manner that promotes Providence's mission, values, and philosophy. In all aspects, the Division Corporate Counsel serves as a role model for the values and mission of the organization.

Key Working Relationships
The Division Corporate Counsel works to foster and maintain a team-focused approach to the delivery of legal services for Providence with other members of the DLA. The Division Corporate Counsel is supervised by a member of DLA Leadership. The Division Corporate Counsel regularly interacts with all levels of the organization, particularly with executive leadership and senior management within the respective Division or area(s) of responsibility, developing and maintaining effective working relationships to provide the best legal counsel and advice.

ESSENTIAL FUNCTIONS
Single Point of Contact Responsibilities
- Meet periodically with key Division Administration and Business Executives.
- Attend relevant Board or Governance meetings as an advisor to the governing body.
- Stay knowledgeable about legal needs within the Division.
- Assure legal needs are met by conducting or triaging work for the Division.
- Develop internal DLA work-teams to meet Division-specific needs.
- Identify challenges within the Division.
- Select and supervise outside counsel, as needed, in partnership with DLA specialists as appropriate.
- Construct and implement a process with Division Administration designed to track and manage external legal costs.
- Collaborate with other Division Counsel to streamline the delivery of legal services; provide consistent, effective legal advice; and manage legal resources across all divisions.

Legal Counsel & Strategic Support
- Provide valued, strategic, timely, and effective leadership to Division Executives focusing on legal services across all areas of Providence within the Division, with a focus on responding to client needs and providing practical solutions to complex legal issues.
- Provide research and technical support and prepare legal opinions for the determination and resolution of complex legal issues.
- Participate in the supervision and preparation of defense in non-malpractice litigation matters, working directly with DLA Litigation counsel, as well as independently with outside counsel to develop the defense, briefs, and overall litigation strategy, while guiding and supervising outside counsel.

- Coordinate with the Chief Legal Officer and Deputy General Counsel(s) to provide assistance and guidance for Providence legal affairs.
- Prepare and review legal documents, including but not limited to governing documents (e.g., articles, bylaws, etc.) and agreements in compliance with applicable statutes, regulations, and policies, and in accordance with relevant legal relationships.
- Provide analysis, advice, and counsel for legal issues.
- Actively participate in providing regular and timely legal information as a continuing educational resource for Providence operations and ministries, including development of presentation materials, delivery of presentations, and development of written summaries regarding regulatory and legal changes affecting operations and ministries.
- Achieve and maintain a level of expertise and demonstrate an advanced level of analytical and communication skills regarding legal issues affecting healthcare entities.
- Function independently with respect to highly complex contracts and transactions.

Risk Management & Organizational Support
- Work closely with and provide legal guidance on complex legal matters to Providence's Risk and Insurance Services Department.
- Provide guidance and interact with Providence's fiduciary and Community Ministry/Community Board members.
- Assume responsibility for administrative functions within DLA, as assigned.

QUALIFICATIONS
Education & Credentials
- Juris Doctor degree from an accredited law school.
- Active admission and license to practice law in either California or Oregon.

Experience & Expertise
- At least 10 years of relevant experience focused on healthcare law.
- Prior in-house experience in a healthcare system, telehealth company, or similar setting highly preferred.
- Experience working with virtual care models and understanding legal complexities of remote monitoring, online consultations, and mobile health apps.

Professional & Leadership Capabilities
- Exceptional communication skills to effectively collaborate with clinical and operational leaders.
- Strong problem-solving skills and strategic thinking skills, with the ability to manage risk while supporting business goals.

About Providence
At Providence, our strength lies in Our Promise of “Know me, care for me, ease my way.” Working at our family of organizations means that regardless of your role, we’ll walk alongside you in your career, supporting you so you can support others. We provide best-in-class benefits and we foster an inclusive workplace where diversity is valued, and everyone is essential, heard and respected. Together, our 120,000 caregivers (all employees) serve in over 50 hospitals, over 1,000 clinics and a full range of health and social services across Alaska, California, Montana, New Mexico, Oregon, Texas and Washington. As a comprehensive health care organization, we are serving more people, advancing best practices and continuing our more than 100-year tradition of serving the poor and vulnerable.

Posted are the minimum and the maximum wage rates on the wage range for this position. The successful candidate's placement on the wage range for this position will be determined based upon relevant job experience and other applicable factors. These amounts are the base pay range; additional compensation may be available for this role, such as shift differentials, standby/on-call, overtime, premiums, extra shift incentives, or bonus opportunities.

Providence offers a comprehensive benefits package including a retirement 401(k) Savings Plan with employer matching, health care benefits (medical, dental, vision), life insurance, disability insurance, time off benefits (paid parental leave, vacations, holidays, health issues), voluntary benefits, well-being resources and much more. Learn more at providence.jobs/benefits.

Applicants in the Unincorporated County of Los Angeles: Qualified applications with arrest or conviction records will be considered for employment in accordance with the Unincorporated Los Angeles County Fair Chance Ordinance for Employers and the California Fair Chance Act.

Pay Range: $280K - $350K

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Answer the call. Providence.jobs
When applying online, please reference job number 450387.

Apply online

Providence is an Equal Opportunity Employer.