

Gateway Development Commission
Senior Director, Risk Management & Claims
Location: New York/New Jersey
Date: 9/6/2024
Job ID: 6-013

Summary of Responsibilities

The Gateway Development Commission is seeking a seasoned and strategic leader to serve as the Senior Director of Risk Management & Claims. This role reports to the Chief Financial Officer and is responsible for overseeing the organization's comprehensive risk management strategy, managing corporate insurance programs, project specific insurance placements, and leading the risk assessment associated with operations. The ideal candidate will bring extensive experience in risk management and corporate insurance within a large-scale transportation or infrastructure environment.

Essential Functions

- Oversee the GDC insurance programs relating to its ongoing operations as well as the Hudson Tunnel Project, including professional liability, directors and officers errors and omissions, fidelity, builder's risk, OCIP, property, commercial general liability, workers' compensation, employment practices, cyber security, environmental/pollution liability, and terrorism insurance coverage. Manage insurance negotiations and relationships with brokers, insurance companies, and third-party providers.
- In collaboration with the Office of General Counsel and Division of Finance, make recommendations for additional insurance coverage as appropriate.
- Direct all loss control activities, including claims investigation, evaluation, negotiation, and settlement. Manage claim reserves and recommend settlement authority for claims up to \$500,000.
- Conduct monthly Review Committee Meetings for third-party and worker claims.
- Present various Risk Management and Claims-related items, including the Annual Corporate Insurance Renewal Budget, to the Board of Commissioners.
- Manage Risk Management and Claims aspects of internal and external audits, including but not limited to, those conducted by the FTA and FRA.
- Collaborate with Office of General Counsel in the review and negotiation of insurance requirements and indemnification and limitation of liability provisions in contracts with third parties, including stakeholder agencies, commercial tenants, governmental entities and GDC vendors.
- Direct budgetary decisions related to insurance and indemnification matters.
- Engage in policy development and dialogue on risk management issues with internal and external stakeholders, including executive leadership, GDC's supporting and executing partners, and insurance brokers.

- Oversee all activities related to GDC's insurance program, including claims, audits, and annual reporting.
- Coordinate with third-party administrators to manage property claims, liability, and workers' compensation claims from notice to resolution.
- Coordinate with the Inspector General and Head of Internal Audit on inquiries related to risk management.

Job Requirements

- Bachelor's Degree from an accredited college or university.
- Minimum of ten (10) years of progressive managerial experience in risk management and corporate insurance management.
- Experience drafting and/or negotiating insurance requirements in government contracts and/or material project agreements for large scale construction projects.
- Experience managing/coordinating/directing the work of insurance brokers and insurance companies and negotiations with brokers/insurance companies in large-scale construction projects.
- Extensive experience in designing, implementing, evaluating, and/or managing project specific insurance programs for large scale construction projects.
- Experience implementing or managing corporate insurance programs for government agencies, construction contractors and/or infrastructure developers.
- In-depth knowledge of various insurance coverages and industry relationships.
- Familiarity with risk management claims and procedures in New York and New Jersey, including FELA, Tort Claims Act, and Worker's Compensation statutes.
- Ability to interpret, create, and review contracts, insurance policies, and coverage exclusions.

Project Background

The Gateway Program is the most urgent infrastructure program in the country – a comprehensive set of rail investments that will improve commuter and intercity services, add needed resiliency and, in its later stages, create new capacity between Newark, New Jersey and New York City, the busiest section of the Northeast Corridor (NEC). The NEC between Boston, Massachusetts and Washington, D.C. is the nation's busiest rail corridor, supporting a region that produces 20% of the Gross National Product. The 10-mile segment of the NEC within the scope of the Gateway Program carries over 200,000 daily Amtrak and NJ TRANSIT passenger trips on approximately 450 trains during non-pandemic conditions and is a vital artery in the region.

The first phase of the Gateway Program includes the Hudson Tunnel Project, which includes the construction of a new two-track tunnel under the Hudson River connecting to Penn Station New York as well as the full rehabilitation of the existing 110 year-old North River Tunnel. The project would create operational flexibility, rail network redundancy, and resiliency against

future impacts to the Hudson River rail crossing. Environmental review for the project was completed in May 2021.

The Gateway Development Commission, established through bi-state legislation, is responsible for the financing and development of the Hudson Tunnel Project. The Commission is governed by a Board of 7 Commissioners appointed by each of Amtrak, New Jersey, and the New York State Department of Transportation, and works in partnership with Amtrak, NJ TRANSIT and the Port Authority of New York and New Jersey.

The Gateway Development Commission is proud to be an Equal Opportunity Employer and administers all personnel practices without regard to race, color, religion, sex, national origin, sexual orientation, gender identity or expression, disability, protected veteran status or military status, or any other category protected under applicable law. We recognize that diverse teams make the strongest teams, and we encourage people from all backgrounds to apply.

To apply, please email your cover letter and resume to jobs@gatewayprogram.org with the job title "Senior Director, Risk Management & Claims" in the subject line.