



Director, Legal

The Director, Legal role requires an experienced, self-motivated, and collaborative team player who can work independently in a fast-paced environment. This individual must be capable of assessing transactional risk and driving results with strict adherence to existing processes and procedures. The Director, Legal position will assist in legal review and facilitation of acquisition transactions, development projects, and dispositions. The role requires a diverse technical real estate background with experience executing a multitude of commercial real estate acquisitions in a compressed timeframe. This position reports directly to the General Counsel and will work regularly with the Acquisition, Transactions, Due Diligence and Asset Management Teams amongst others.

Primary Responsibilities:

- Review leases, prepare Lease Underwriting Checklists and analyze against acquisition underwriting.
- Prepare legal documents including purchase agreements, purchase agreement amendments, lease amendments, easements and confidentiality agreements.
- Drafting of transaction specific tenant and declaration estoppel certificates.
- Coordination of 1031 documentation, identification of relinquished and/or replacement properties, and close out of 1031 exchange accounts.
- Assist in negotiation of purchase agreements for specified externalized transactions.
- Evaluate transactional risk and direct outside counsel on mitigation efforts.
- Review of title and survey documents and collaborate with paralegal or outside counsel on objections or responses thereto.
- Closing responsibilities for externalized transactions including review of UCC lien and litigation searches, coordination of closing documents and approvals, and facilitation of wires.
- Reporting and coordination of financial outlays for upcoming closings and deposits with Controller.
- Assist Property Management with lease interpretation.
- Assist Development Team with land acquisition coordination and closing.

Applicant Characteristics:

- Excellent organizational skills
- Ability to think strategically and tactically execute an action plan
- Articulate issues and recommend solutions clearly and concisely both verbally and in writing
- Strong analytical skills
- Must thrive in a fast-paced environment
- Proven ability to lead and work in a growing Team



Minimum Job Requirements:

- Law Degree required
- BA/BS degree in related field required
- Minimum 5 years of commercial real estate transaction/development experience
- Ability to interpret and underwrite leases for national and superregional retail tenants
- Excellent verbal and written communication skills
- Strong organizational and time management skills
- Proven success in a team environment managing multiple projects and priorities
- Proven ability to define objectives, set expectations
- Strong proficiency in Microsoft Excel, PowerPoint and Project

Why Agree Realty?

Agree Realty Corporation (NYSE: ADC) is a high-growth Real Estate Investment Trust based in Royal Oak, MI. We are primarily engaged in the acquisition and development of properties net leased to industry-leading, omni-channel retail tenants. As of June 30, 2024, the Company owned and operated a portfolio of 2,202 properties, located in 49 states and containing approximately 45.8 million square feet of gross leasable area.

We offer our team members generous compensation and benefits packages that include:

- 100% company-paid monthly health insurance premiums for team members and dependents
- 100% company-paid short-term, long-term, and life insurance premiums for team members
- Simple IRA retirement plan with 3% company match
- 3 company-provided lunches per week
- Onsite fully equipped gym and locker rooms
- Opportunity to volunteer at a charity of your choosing with our Agree Gives Back program

Our team feels at home working in our brand new, modern office building furnished with a generously stocked café, state-of-the-art auditorium, coffee bar, and open-area collaboration workspaces. Ongoing professional development and technology training opportunities are offered to help all team members advance their careers.

To apply, please visit: <https://airtable.com/appbXXJWXpn1Jrsl8/shr1p8mNYNEZTx1U1>

For additional information about our company, please visit: <https://agreerealty.com/>

Agree Realty Corporation is an equal opportunity employer and does not discriminate on the basis of race, color, gender, religion, age, sexual orientation, national or ethnic origin, disability, marital status, veteran status, or any other occupationally irrelevant criteria.