**Job Specification Template – Associate General Counsel**

The following sample Associate General Counsel job description is designed to support your upcoming recruitment needs. This template can be tailored based on the responsibilities, requirements, and benefits of the role you are sourcing for.

Please refer to the comments for more advice on editing each section of the document.

**Associate General Counsel**

***Job Location: [City, Country]***

***Job type: [remote, hybrid, on-site]***

***Salary banding [$XXX,XXX - $XXX,XXX]***

**Job Overview:**

We’re looking for an experienced Associate General Counsel to join our dynamic in-house legal team at a leading international company. This is a fantastic opportunity for a seasoned attorney who is ready to step into a strategic role that directly impacts our organization’s success. You’ll work closely with our Chief Legal Officer and senior leadership to tackle complex legal challenges and help guide our business across various jurisdictions.

**Key Responsibilities:**

Provide high-level legal advice on significant corporate transactions, regulatory matters, and governance issues.

Lead and mentor a talented group of legal professionals, creating a culture of collaboration within the legal department.

Partner with different teams to offer proactive legal solutions that align with our business goals.

Stay on top of changing laws and regulations that affect our operations, advising the company on compliance and risk management strategies to navigate the legal landscape smoothly.

Oversee legal disputes and litigation, working to develop strategies that protect the company’s interests and minimize potential risks.

Take the lead in creating and implementing company-wide legal policies and training initiatives, helping to cultivate a strong culture of compliance and legal awareness across the organization.

**The Skills You’ll Bring:**

A lawyer with +7 years of post-qualified experience, ideally with a strong background in corporate law, regulatory compliance, and risk management, either from a top-tier law firm or a well-respected international company.

A proven ability to provide strategic legal advice and manage complex legal matters in a corporate environment.

Strong leadership skills and a passion for developing talent within your team.

Excellent communication and interpersonal skills, with a knack for building trust and influencing stakeholders at all levels.

* Admittance to the Bar in Ontario or another relevant Canadian jurisdiction.

**What sets this company apart:**

Our company is dedicated to providing a diverse and inclusive work environment where every team member can thrive. We offer a comprehensive benefits package designed to support your overall well-being and professional growth, including:

* Opportunity to earn up to X% annual bonus
* Car allowance ($X annually)
* Competitive Pension Scheme = we’ll match your contributions up to X%
* Flexible working hours
* Life Assurance (X times salary)
* X days' holiday + bank holidays
* Flexible benefits scheme, with perks to choose from (including retail discounts, season ticket loans, Cycle to Work Scheme).

We are committed to creating a collaborative, dynamic working environment with significant career development opportunities.