

## **In-House Counsel (Legal & Regulatory Compliance)**

**Practice group/International Operations team:** Risk & Compliance

**Type of Vacancy:** Permanent

**Full time/Part time:** Full-Time (Part-Time considered)

**PQE: 2 – 10 years**

**Reports to:** Head of Legal & Regulatory Compliance

### **About Eversheds Sutherland**

Eversheds Sutherland is not your average law firm and we're not looking for average people. We do things differently - in the way we treat our people and the service we provide. That's how we've become one of the largest law firms in the world and a great place to work and develop your career. Recognised as the leading innovators in the legal sector, we are a firm that understands what clients need today and what they will need tomorrow. We focus on creative and cost-effective solutions for our clients. It is an approach that makes Eversheds Sutherland a distinctive and innovative force in the legal world.

The Risk Team consists of the firm's in-house counsel team headed by the General Counsel working with lawyers and other colleagues around the business to develop and implement effective policies and procedures and ensure compliance with new legislative and regulatory requirements. The Risk Team also manages the firm's insurance, claims and in-house legal matters, and oversees other issues affecting the firm's risk profile and reputation. The Risk Team is successfully creating a robust framework for managing risk across all parts of our business, which continues to expand internationally.

As part of the Legal and Regulatory Compliance Team within Risk, this role will involve assisting the team in the development and roll-out of risk and compliance initiatives across all of Eversheds Sutherland's offices, as well as assisting on a wide range of day-to-day risk and compliance related matters that arise in a firm like Eversheds Sutherland.

### **Key responsibilities:**

- Working in the Legal and Regulatory Compliance Team within Risk to ensure that all of the firm's legal and regulatory obligations are met and high standards are maintained across the business
- Advising on various risk and compliance issues, including Solicitors Regulatory Authority ("SRA") and Financial Conduct Authority ("FCA") regulatory compliance, professional ethics, data protection, business continuity, quality management and complaints
- Dealing with data protection issues including data subject right requests, data privacy impact assessments and data breaches
- Responding to day to day enquiries from the firm, clients and other third parties on confidentiality, data protection, information security, cybercrime, professional ethics and regulatory compliance
- Contributing and managing the ongoing development and roll-out of risk and compliance training to the wider business

- Reviewing/updating the firm's policies and facilitating the development of new policies and guidance notes where necessary, including the internationalisation of UK focused policies
- Working with the Head of Risk and other colleagues on projects to manage risk across the firm's network of offices (UK/International)
- Actively participating in International Operations Team ("IO") initiatives, working with colleagues across IO to ensure the needs of the business are met
- Researching and advising on local law and local regulatory requirements, in respect of the firm's network of offices
- Assisting the intended growth plans for the firm
- Working with other members of the Risk and Compliance team and wider business as required to support in the delivery of the firm's objectives

### **Skills and experience:**

- Qualified solicitor
- Good communication skills, both written and verbal, and the ability to deliver sensitive messages tactfully when required
- Good negotiation skills
- Strong commercial and financial awareness
- Adopts a pragmatic and innovative approach to meeting client/business needs
- A passion for risk and compliance matters
- Ability to think independently, contribute to projects and confidently engage with colleagues at all levels
- Attention to detail
- Strong organisational skills
- Excellent time management skills
- Enjoys working under pressure and meeting tight deadlines
- Excellent level of IT and systems literacy

### **Key competencies:**

- Ability to work in a team
- A lively, energetic personality and enthusiasm for providing excellent client service
- A tenacious yet practical approach to problem solving
- Excited and challenged by the pace and demands of a corporate environment
- Good commercial awareness
- Good interpersonal skills
- A high degree of flexibility and responsiveness in approach to work
- Service-orientated with an ability to understand the varied issues facing the offices across the firm's network and provide possible solutions to challenges
- Resilient under pressure and willing to work with the challenges brought by change