

JOB DESCRIPTION

JOB TITLE:	Legal Counsel
ACCOUNTABLE TO:	Head of Legal Affairs & Governance
JOB PURPOSE:	To advise and manage legal and governance matters for the organisation
LOCATION:	World Sailing Headquarters, Southampton

Job Purpose:

- Provide in-house legal advice and support to World Sailing and its group companies
- Support the Company Secretaries of the World Sailing group companies
- Advise on corporate governance, compliance and risk matters
- Liaison with external legal advisers
- Support the work of World Sailing committees and working parties

Key responsibilities:

- Advise the Board and Senior Management Team on matters relating to corporate governance, legal probity and risk management to ensure that high standards exist in the discharge of the Board's functions.
- Advise the Board, the Council and Committees on the Constitution and Regulations and World Sailing's functions and responsibilities.
- Working on the organization's forthcoming programme of governance reform and modernisation to ensure World Sailing is seen as a progressive international federation
- Devising and implementing new commercial contractual frameworks for the organization.
- Advise on various areas of law including contract, intellectual property, sports (including anti-doping, anti-corruption, disciplinary, ethical and moral matters), data protection, freedom of information and other regulatory matters.
- Draft and advise on commercial contracts with suppliers, sponsors and event organisers.
- Prepare and advise on documentation relating to corporate governance, regulatory issues and assist in the oversight and supervision of World Sailing group companies' transactions and compliance.
- Draft and advise on agreements that the organization requires in order to be able to effectively carry out its business.
- Co-ordinate the annual submission process in conjunction with the Operations Department.
- Support the work of the Constitution Committee and Ethics Commission and the policy work of the Judicial Board and the Audit Committee.
- Support the work of the Racing Rules Committee in conjunction with the Events Department.

Key Internal and external contacts:

- CEO and Senior Management Team
- Board of Directors and Council
- External Legal Advisors and Suppliers
- Committee & Commission Chairman
- Professional Networks
- Regulatory Bodies

Competencies:

Essential

- Practising solicitor or barrister in England & Wales (at least NQ - 1 year PQE level).
- Demonstrable experience of two or more of the following areas: contracts (including commercial), employment, intellectual property, sports law and corporate governance.
- Comfortable operating at a strategic level and 'hands on' operational delivery.
- Solutions focused, pragmatic and practical in approach
- Excellent interpersonal and communication skills at all levels
- Senior stakeholder and relationship management skills

Desirable

- Experience of working for (or advising) international federations, national governing bodies or other not-for-profit organizations.
- Understanding and interest in sailing and sport.

Position related competencies:

- Developing Strategic Relationships: using appropriate interpersonal styles and communication methods to influence and build effective relationships with a range of different stakeholders.
- Contributing to Team Success: actively participating as a member of a team to move the team toward completion of goals.
- Planning & Organising: establishing courses of action for self and others to ensure that work is completed efficiently.
- Driving for Results: setting high goals for personal and group accomplishment; using measurement methods to monitor progress toward goal attainment; working to meet or exceed those goals while deriving satisfaction from the progress of goal achievement and continuous improvement.