



WILLIAM GRANT & SONS

## ROLE PROFILE

<b>Job Title</b>	<b>Commercial Counsel, UK, Australia, France &amp; Germany ODCs</b>
<b>Business Unit / Group Function</b>	Central Services
<b>BU Team / Sub-Function</b>	Legal
<b>Location</b>	Hook, England (hybrid)
<b>Team Leader</b>	Legal Director, ODC
<b>Team Members</b>	Yes
<b>Job Level</b>	L4A
<b>Deliver commercial, actionable and timely legal advice and guidance to the UK, Australia, France &amp; Germany ODCs to ensure the Company maximizes business opportunities and manages business risk within the UK, Australia, France &amp; Germany ODCs. To assist the Global Legal Director, ODC to deliver the Legal Compliance agenda in the UK, Australia, France &amp; Germany ODCs and to ensure that all legal risk is appropriately managed.</b>	
<b>Accountabilities</b>	
<ul style="list-style-type: none"><li>Managing the day to day provision of legal services to the UK, Australia, France &amp; Germany ODCs, ensuring that WG&amp;S maximises opportunity and minimises legal risk in its operations and business relationships. Apply agreed risk management techniques and offer proactive legal advice on possible legal issues. Draft and advise on the contracts that are required for the UK, Australia, France &amp; Germany ODCs to operate their businesses successfully and to protect their interests and exploit opportunities.</li><li>Partner with UK, Australia, France &amp; Germany Country Managers, Functional leaders and the Global Legal Director ODC (Key Stakeholders) in ensuring that they are kept abreast of any legal issues within their areas of responsibility and be their first port of call for legal input. Keep the Key Stakeholders up to date with any critical legal issues arising in the UK, Australia, France &amp; Germany and respond on a timely and efficient basis to Key Stakeholders with legal support.</li><li>Support the legal compliance agenda in the UK, Australia, France &amp; Germany ODCs ensuring that employees are aware of their obligations in this regard and that relevant training is carried out. Monitor compliance in the UK, Australia, France &amp; Germany ODCs and ensure that any gaps or failures in compliance are addressed without delay to ensure that WG&amp;S is protected and keep the WG&amp;S Compliance Counsel and Legal Director, ODC abreast of all legal compliance matters</li><li>Lead the development of any precedents, training materials, guides or processes for use in the UK, Australia France and Germany ODCs.</li><li>Support the Legal Director, ODC with development of ODC specific compliance and legal operations initiatives across all ODCs.</li><li>Keep up to date with developments in legislation and changes to WG&amp;S policies and strategies as they affect the UK, Australia, France &amp; Germany ODCs.</li><li>Instruct and manage external counsel in delivering legal services needed to support the business in line with WG&amp;S policies and procedures. Assist the Legal Director, ODC in ensuring that WG&amp;S receives value for money in the purchasing of legal services.</li></ul>	



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- Assist the Corporate Affairs Director by supporting the Corporate Affairs agenda within the UK, Australia, France & Germany ODCs.
- Contribute to the maintenance and development of the Legal Team's knowledge and know how for the aforementioned ODCs.

<b>Created by:</b>	Will Payne
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<b>HRBP:</b>	Kirsty Morris/Ashley Bashford
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