

# Genus Job Description

Job Title	Legal Counsel	Job Family	Legal
Job Code		Job Grade	P3

## Summary

The Legal Specialist provides legal advice and services on issues concerning the rights, obligations and privileges of the organization, and represents the organization to customers, suppliers, competitors and government agencies. This role provides resolution of business or technical issues by identifying legal solutions and recommending a course of action and examines legal data to determine advisability of defending or prosecuting lawsuits.

## ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

1. Requires in-depth knowledge and experience
2. Uses best practices and knowledge of internal or external business issues to improve products or services
3. Solves complex problems; takes a new perspective using existing solutions
4. Works independently, receives minimal guidance
5. Acts as a resource for colleagues with less experience
6. May lead projects with manageable risks and resource requirements
7. Exercises judgment based on the analysis of multiple sources of information
8. Explains difficult or sensitive information; works to build agreement

## Genus Core Behaviours / Competencies

**Customer impact:** builds strong, profitable, sustainable customer relationships, anticipating and exceeding customer expectations to increase demand for services and products in order to build loyalty.

**Managing external environment:** anticipates and responds quickly to environmental changes for the benefit of the business and customers, through strong external networks and deep understanding of the markets.

**Execution Orientation:** Drives to set ever higher standards and achieve results through determination, resilience and commitment. Develops solutions to enhance the service offering and drive continuous improvement.

**Setting Direction:** develops simple, deliverable plans based on pragmatic new thinking, ideas or concepts. Assesses accurately commercial risk and return.

**Change management:** Champions, leads, support or embeds change to improve things. Communicates well and helps others by overcoming barriers.

**Analysis and Decision Making:** Analyses opportunities and problems thoughtfully and thoroughly to make good and timely decisions.

**Team Mobilization:** builds high performing diverse teams, investing resources effectively. Recruits, develops, motivates and retains talent by setting stretching goals and developing capability of self, team and organization.

**Collaboration:** 'One team' approach – gains commitment to strategic vision and goals. Builds and maintains networks and relationships, sharing knowledge and experience, delivering on commitments.

The following are qualities that are the foundations on which Genus team members work:

- Integrity
- Honesty
- A desire to work to make a difference in the communities & countries that we work in
- Delivery on commitments – do what you say you are going to do
- Alignment with the business goals and values

<b>Essential Functions</b> include the following. Other duties may be assigned. (Include NO more than 10 functions)	<b>% of Position</b>
Drafting and negotiating a range of commercial contracts, research collaboration agreements, and related contracts.	<b>50</b>
Analyzing legal and commercial risk and effectively advising relevant teams on how to manage such risks	<b>15</b>
Ensuring that internal clients meet their business objectives in compliance with relevant laws and regulations	<b>15</b>
Support business development in relation to strategic corporate acquisition and licenses.	<b>10</b>
Assisting with litigation as required, including working with outside counsel to coordinate discovery responses and reviewing filings and other documents prepared by counsel.	<b>10</b>

100%

## Requirements

Travel	Travel as required to fulfill job duties. Must have or be willing to obtain passport and have the ability to travel globally.
Education	Juris doctorate degree from accredited law school in the United States
Licenses/Certifications	Continuously licensed to practice law and in good standing in at least one US state
Experience	3 to 5 years Commercial Attorney; at least 2+ of which are in private practice
Other	Extensive experience with commercial contracting including distribution agreements; legal research and analysis (knowledge management), providing general legal advice; working with lawyers in other jurisdictions; assistance with legal training materials for internal clients.
Pluses	Intellectual property licensing, IT/software agreements, mergers and acquisitions (due diligence), early stage investment, labor and employment, real property, or litigation management Background in science, engineering, or animal agriculture Foreign Language (Spanish or Chinese)
Skills/Abilities	Excellent verbal and written communication skills in multicultural environment, including business and legal writing Practical issue-spotting and problem-solving skills Strong negotiation skills Self-starting with strong follow-through Able to work under pressure and remain focused Ability to work collaboratively (in person and virtual setting) Organized and detail-oriented Skilled with MS Word, PowerPoint, legal databases (e.g., Westlaw), and Excel Experience with Teams and MS products a plus Fluent written and spoken English required

*The above position description is intended to describe the general content, identify the essential functions of, and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.*