

## Job description

### General Counsel and Head of Business Development

**Department:** Legal and Business Development

**Reporting to:** CEO

**Location:** CEPI UK, London

**Application deadline:** 12 January 2018

Questions regarding this position may be directed to Glenn Foster (Glenn.Foster@cepi.net).

#### **Purpose of role:**

A key member of the CEPI Leadership team with responsibility for the activities of the Legal and Business Development team, this role is the chief contracting officer for CEPI and is responsible for negotiating and structuring partnership agreements and/or contracts with recipients of CEPI funds. In his or her General Counsel role, they will serve as the chief legal advisor providing strategic, proactive, responsive, innovative and high quality legal advice to CEPI to ensure that it complies with relevant laws and regulations, enabling CEPI to achieve its objectives legally and effectively.

#### **Key tasks and responsibilities**

- Active member of the CEPI leadership team with broad responsibilities.
- Overall responsibility for legal and regulatory compliance relating to CEPI's activities in any jurisdiction including maintenance of an effective system for communicating changes and updates in relevant legislation and regulations.
- Recruiting, managing and developing the Legal and Business Development team and procuring and managing external legal advisors.
- Legal advisor to CEPI's management related but not limited to Partnership agreements, Investor agreements and Corporate governance
- Oversee project planning (including pre-award negotiation plan) for implementation of contracts with contract awardees
- Leading business development and contracts negotiations with awardees and funders in both a legal and financial capacity
- Manage all claims, litigation and other legal proceedings in any jurisdiction including responsibility for initiating, defending, appealing, terminating or settling any such claim, litigation or legal proceeding.
- Overall accountability for the maintenance of a database of partnership & investor agreements, ancillary agreements and IP

#### **Core competencies – functional/technical and behavioural**

- Experience as a company secretary and legal counsel in an organisation with operations across the world
- Resilient and able to operate under pressure to deliver effective solutions quickly
- An expert communicator and negotiator
- Demonstrable ability to lead, coach and develop a team of technical experts and external advisors
- Senior business development capabilities
- Charities, NGO, Commercial legal know-how particularly in healthcare ecosystem

#### **Desired education and experience:**

Relevant and appropriate legal qualification demonstrating experience and competence in international law relevant to life sciences and pharma. Senior level sector related business development experience