Job Description: In House Counsel - Lawyer

The JCRA is a small organisation and because of our size, roles can vary when circumstances change and the skillset of our team is applied to a range of tasks. We recruit like-minded people who work and learn together to deliver high impact, quality outcomes for the people of Jersey.

Jersey has high-value micro-economies, and decisions made by JCRA can have material local economic impact. The JCRA's activities and decisions are also highly visible and widely reported in the media. Details of the JCRA's recent activities can be found at the CICRA website: www.cicra.je

These are the core values that drive how we work:

Integrity, Openness and Accountability

- **Integrity** - We maintain and expect high standards of integrity and respect.
- **Openness** - We maintain the appropriate level of confidentiality required by our role, whilst encouraging a culture of openness where possible.
- **Accountability** – We take responsibility for resolving issues in a constructive manner, or accept that it is not a substantive issue – internally we say 'own it or kill it'

Seek Renewal

- We take responsibility for our individual and organisation development, continually seeking to improve our knowledge and skills, avoiding insularity and silos

Pull Together

- We work together, challenging each other where appropriate, to ensure our decisions are robust and we achieve our common goals.

Interact with Clarity and Consideration

- We will listen and endeavour to communicate clearly and considerately.

Impartiality and fairness

- Ensure that our decisions are always evidence based and actively strive to avoid errors of commission or omission
- Behave in a way that is demonstrably even handed, fair and impartial

1. Job Title:

In House Counsel

Department: Legal

Location: 2nd Floor Salisbury House, 1 - 9 Union Street, St Helier, Jersey, JE2 3RF

2. Job Description

2.1 Job Purpose

Within this role you will be expected to provide robust, practical legal advice across the range of areas in which JCRA works. This will make for a varied and challenging workload.

Reporting to the Competition Director, the in-house counsel has responsibility for providing day-to-day and ongoing legal advice to case officers on the wide range of legal issues faced by the JCRA, for example; competition law enforcement work and the assessment of mergers and acquisitions, supporting case officers with the regulation of telecoms, postal and ports sectors, and for supporting the Competition Director on the delivery of the JCRA's engagement and advocacy work.

The role is likely to include a mixture of contentious and non-contentious work, in which you will actively support external counsel representing the JCRA in legal proceedings.

The successful applicant will be required to live in Jersey.

2.2 Main Responsibilities

The principle responsibilities of the role are:

- Drafting of publications, including board papers, regulatory decision notices, market reports, merger clearance decisions, press releases, guidelines and articles.
- Supporting the team on the delivery of the JCRA's engagement and advocacy work and in ensuring that the JCRA complies with the laws and follows due process.
- Supporting the Leadership Team on larger matters and cases.
- Acting as a key first point of contact for stakeholders, where appropriate.
- Providing legal support on regulatory projects as required. The subject matter of these projects will be diverse and may cover any area of economic regulation in Jersey for which the JCRA has legal responsibility.
- Providing pre-litigation and litigation support across the full range of areas in which the JCRA operates.

- Competition law: With support from the Competition Director as appropriate, supporting competition law enforcement work, ranging from formal investigations to more informal interventions,
- M&A: With support from the Competition Director as appropriate, supporting assessments of mergers and acquisitions that are (or are required to be) notified to the JCRA.
- Contributing towards raising the profile of the organisation by attending and presenting at seminars and developing their own contacts within organisations.

3. Candidate Specification

3.1 Qualifications / Requirements

- Strong academic background.
- Advocate of Royal Court / Solicitor or Barrister in England and Wales, Scotland, Northern Ireland or equivalent from Commonwealth jurisdiction; Professional membership of Law Society of England and Wales or equivalent body.
- At least 5 years PQE gained at a national or international law firm, ideally in the litigation or regulatory field.
- Proven ability to work in a team, including the management of external legal advisers.
- Ability to deliver robust legal advice, to convey legal concepts in a way that is easily understandable to all relevant stakeholder groups and to communicate effectively and clearly both internally and externally.
- Ability to engage effectively with all relevant stakeholder groups.

3.2 Attributes

- A hands-on, can-do attitude.
- The ability to work under own initiative as well as within and alongside the rest of the team.
- A high level of self-motivation and commitment.
- Strong planning and time management skills.
- Strong communication skills (both written and oral).
- The ability to balance competing priorities.
- The desire to continue personal development and identify areas for personal improvement and skill gaps
- A high standard of integrity, impartiality, transparency and objectivity.