

## POSITION DESCRIPTION

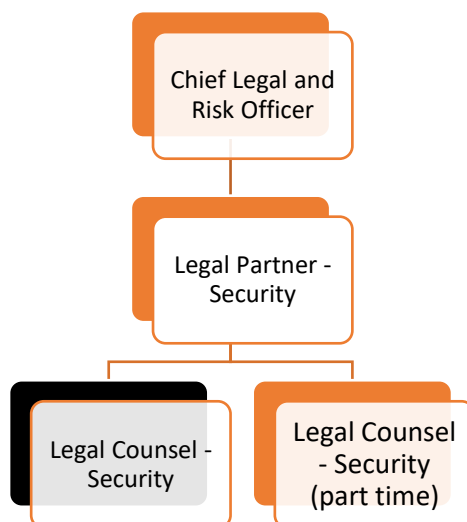
Position Title: Legal Counsel - Security	Direct Manager: Legal Partner - Security	
Budget Responsibility: Nil	Direct Reports: Nil	Indirect Reports: Nil

### WHAT YOU'RE HERE TO ACHIEVE

#### Key purpose:

Provide strategic legal support to Gallagher's security division, ensuring timely, practical legal advice and compliance across global operations. It plays a key part in enabling the business to meet its strategic objectives through contract negotiation, legal training and regulatory guidance.

### WHERE YOU'LL FIT IN #TEAMGALLAGHER



### WHO YOU'LL BE WORKING WITH

INTERNAL RELATIONSHIPS	EXTERNAL RELATIONSHIPS
Legal Partner – Security Chief Legal & Risk Officer Wider Legal Team Security Team	Key External Law Firms

## WHAT YOU'LL BE DOING

Key Accountability	Outcomes/ Expectations
<b>Legal Contracts</b>	<ul style="list-style-type: none"> <li>Assisting in the on-going development and maintenance of legal templates/precedent documents.</li> <li>Drafting and supporting the business in the negotiations of key contracts.</li> <li>Providing support to the business for ongoing contract management.</li> <li>Actively supports the implementation of Legal's contract frameworks and ensures Legal related processes (such as delegations) are applied appropriately and in a company policy compliant manner.</li> </ul>
<b>General Legal Support</b>	<ul style="list-style-type: none"> <li>Supports decision making through providing pragmatic and outcome focused legal advice and solutions and by advising on legal requirements</li> <li>Assisting in the roll out of legal training and compliance policies for the Security business.</li> <li>Assisting the Legal Partner – Security with implementing Legal projects within the business to respond to contractual or business changes.</li> <li>Working collaboratively with the Global Compliance Lead to keep up-to-date with relevant legislation and changes impacting the Security business.</li> <li>Supports and contributes to continuous improvement initiatives across other Legal related processes and initiatives.</li> <li>Delegating and managing external counsel as appropriate.</li> <li>Liaising and working with the Legal Partner - Security, the Legal team and key stakeholders across the Gallagher business.</li> </ul>
<b>Build Enduring Partnerships</b>	<ul style="list-style-type: none"> <li>Work effectively with the Legal team, the Security team and the broader Gallagher business by providing high quality advice and solutions, drafting and implementing commercial contracts and processes that protect and enhance Gallagher's interests.</li> <li>Operates in line with our values and purpose.</li> <li>Develop strong working relationships with the wider Legal team to ensure Legal strategy and frameworks are well embedded in the business, including support to ensure processes and business alignment to identify and protect core IP.</li> </ul>

Including any other duties not specified that may be required to complete the role, and as requested by the Reporting Manager.

## HOW YOU'LL BE DOING IT

### **Qualifications and / or Experience:**

- Law degree (LLB) (minimum)
- Current practicing certificate
- 5+ years legal experience post admission in commercial and contract law
- Proven experience as part of a high-performing team focused environment
- Additional experience working withing a commercial organization or focused private practices area is preferable.

### **Skills / Competencies:**

- Commercial acumen – clear understanding of strategic direction and drivers, with strong negotiation and decision-making ability
- Customer focus – dedicated to exceeding the needs and expectations of internal (& external) customers
- Plan & execute - self-motivated with excellent planning and organisational skills, the ability to prioritise tasks to meet deadlines and effectively managing changing priorities.
- Collaborative – proven ability to engage highly with wider teams to deliver outcomes
- Growth / continuous improvement – seeing the problems and solving them in new and innovative ways
- Digital savvy – engage widely with people through digital tools
- Well-developed ability to analyse and interpret complex information and make effective, well-reasoned decisions.
- A culture champion – able to confidently evangelise what Gallagher stands and believes for

# Protect what matters most.

Our purpose and our values apply to our extended Gallagher family including our employees, customers, partners and community.

