



# GENERAL COUNSEL

## INFORMATION



www.uvic.ca



@uvic



Victoria, British Columbia

## EXPERIENCE

- Legal and strategic advice
- Risk management
- Corporate administration
- Privacy and Access
- Mediation and negotiation

## SKILLS & COMPETENCIES

- Leadership
- Strategic planning
- Corporate governance
- Communication abilities
- Cultural awareness

## TO APPLY

Letter of Introduction & resume via email to Harbour West Consulting

The University of Victoria acknowledges and respects the ləkʷəŋən peoples on whose traditional territory the University stands, and the Songhees, Esquimalt and W̱SÁNEĆ peoples whose historical relationships with the land continue to this day.

## ORGANIZATIONAL PROFILE

Established in 1963, UVic offers a wide range of undergraduate and graduate programs to over 21,000 undergraduate and graduate students. The UVic Edge is where dynamic learning and vital impact meet, in Canada's most extraordinary environment for discovery and innovation. These elements nurture creative activity and ground UVic in the urgency of sustainability and healthy societies; shape a world view with Indigenous and international perspectives; and fuel a commitment to economic well-being, technological advances and social justice. UVic is a rich and supportive learning community with over 900 faculty supporting dynamic and evolving programming and research across ten Faculties and two Divisions.

The General Counsel's Office is responsible for providing on-site legal and strategic advice to all levels of the University, including working with the administration on the development of policies and procedures to ensure legal compliance and manage risk, providing broad oversight on all matters related to the legal and regulatory requirements under which the university operates, and conduct over and accountable for all legal matters arising at the University.

## ABOUT THE ROLE

Reporting to the Vice-President Finance and Operations with a dotted line to the President and Board, the General Counsel is responsible for providing on-site legal and strategic advice across University portfolios and priorities to manage matters involving institutional and reputation risk. The General Counsel works with the administration to ensure legal compliance and manage risk and provides broad oversight on all matters related to the legal and regulatory requirements under which the University operates. The General Counsel has conduct over and is accountable for all legal matters arising at the University and for protecting the University's legal corporate interests.

The General Counsel will be an engaged and proactive leader with in-depth knowledge of corporate and contract law demonstrated by the ability to draft, revise and review all contracts to which the university is a party. The General Counsel will have experience in the development and/or review of procedures, practices, and processes to limit legal exposure, supported by superior negotiation and communication skills. The successful candidate will have exceptional interpersonal skills with the ability to inspire problem solving and collaboration while meeting the evolving and diverse needs of a dynamic public sector, post-secondary environment.

## CONTACT DETAILS

*UVic is committed to upholding the values of equity, diversity, and inclusion in our living, learning and work environments. In pursuit of our values, we seek members who will work respectfully and constructively with differences and across levels of power. We actively encourage applications from members of groups experiencing barriers to equity.*

*Should you be interested in learning more about this exciting opportunity with the University of Victoria, please contact Harbour West Consulting at 604-998-4032 or forward your resume and letter of introduction, in confidence, to info@hwest.ca. We will respond to all who express interest.*