

YOUR NEW ROLE AT THE TRUST

JOB TITLE:	Legal Counsel	PAY BAND:
FUNCTION:	Safeguarding, Legal and Assurance Team	Support Delivering Specialist/Managerial Technical Lead/Function Head Senior Leadership Team
THE TEAM:	The Safeguarding, Legal and Assurance Team is the main assurance function for The King's Trust and includes the provision of advice and assistance across the organisation.	

WHERE YOU WILL FIT

CEO	Group General Counsel & Company Secretary	Deputy General Counsel	Legal Counsel	Legal Adviser
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HOW DOES THIS ROLE IMPACT YOUNG PEOPLE?

This is a key role within the team, and you will be assisting in ensuring that there is demonstrable evidence of Trust-wide compliance with our important regulatory obligations, together with enabling stakeholders across the organisation to carry out their roles within the correct legal and regulatory frameworks and with due consideration of acceptable levels of risk.

WHAT WILL YOU DO?

-  Provide professional legal advice and assistance to all staff across The Trust, subsidiaries and Group company. Including charity, property and intellectual property law.
-  Review and negotiate a wide range of contracts and agreements, managing The Trust's contractual templates.
-  Ensure contractual agreements have due regard to legal, commercial and operational requirements, assisting senior leaders to make informed decisions that manage commercial risks.
-  Take a leading role in managing and updating the workflow and document management processes of the Legal team.
-  Ensuring compliance across The Trust and its subsidiaries with legal requirements, such as anti-bribery and anti-slavery, the management of conflicts of interest.
-  Contribute to governance and assurance reviews and organisational working groups.
-  Oversee and assist in providing data protection advice including data sharing clauses, consent and data protection principles.
-  Where assigned to the post, line manage, supervise and support the development of a Legal Adviser.
-  Take a leading role in the provision of regular updates on legal and governance matters including the development and delivery of training.
-  Ensure that Diversity, Equality and Inclusion are key considerations throughout the work the Legal Team carries out.

THE SKILLS YOU'LL BRING

All of the roles at The Trust are key to our success and there are certain skills we need to be successful. And while we will shortlist the most qualified people for the role, we ask everyone for a supporting statement. If you think you could do the role, but don't have all the desirable experience, we would still love to see an application from you.

WE REALLY NEED YOU TO HAVE THESE

Skills & Knowledge	Why do we need this?
Good working knowledge of charity law and fundraising regulations.	The role requires a solid background and awareness of laws and regulations applicable to our charitable delivery and fundraising activities.
Good working knowledge of data protection law, including the UK GDPR and the Data Protection Act 2018.	As a key advisor to the Trust and its subsidiaries for all legal matters arising from data protection law it is critical to have up-to-date knowledge.
Good knowledge of contract, commercial law and practice. Intellectual property law experience, including reviewing, drafting and negotiating licensing agreements.	The role requires a solid background in the areas listed, as these are crucial for delivering advice and assistance across the Trust.
English-qualified solicitor or barrister.	This is essential to carry out the full requirements of the role.
Experience	Why do we need this?
Experience in advising charity sector clients.	Ensure that advice takes into account opportunities, challenges and risks specific to the charity sector.
Experience in reviewing and negotiating contracts and agreements, including commercial partnerships and IP licences.	Ensure that appropriate contracts and compliant marketing materials are in place for high-profile events and campaigns. Advise on contractual disputes and termination as appropriate.
Experience in providing legal advice independently and escalating issues where appropriate.	We need to ensure team resources are appropriately allocated, responses to colleagues are timely and organisational risks are raised with senior management and leadership.
Experience in tailoring the delivery of complex legal advice to a range of audiences and levels of seniority.	We need to ensure our advice is proportionate, appropriate, user-friendly and easy to understand for colleagues across the organisation.

WE WOULD LOVE IT IF YOU COULD DO THIS

Experience	Why do we need this?
Experience in advising on property law.	A background in drafting and negotiating property leases and licences and advising on property law would be advantageous.
Experience in developing legal guidance notices, policies and procedures.	The role will include the provision of guidance notes and updating organisational policies and processes, so prior experience would be advantageous.
Skills & Knowledge	Why do we need this?
Experience in an in-house legal environment.	Experience working in-house in a charity or commercial environment would be advantageous.
Experience in proactively keeping up to date with changes in best practices/updated guidance from relevant regulatory bodies.	This role requires an ongoing awareness of changes to any relevant law and best practice, so prior experience in proactively monitoring this and updating internal or external clients would be advantageous.
Experience in managing, training, supervising or mentoring legal or assurance team members.	This role requires line management of our Legal Adviser (paralegal equivalent) so prior experience in people management or informal supervision would be advantageous.
Experience in advising on public sector funding contracts.	A background in reviewing and advising on public sector funding contracts would be advantageous.

WHAT DO WE EXPECT FROM YOU?

OUR VALUES

Our values are at the heart of everything we do – they articulate who we are and how we work together to achieve our aims to help young people.



Here at The King's Trust, we're committed to equality, diversity and inclusion. We want to be an organisation that's representative of the communities we serve, which is why we strive for diversity of age, gender identity, sexual orientation, physical or mental ability, ethnicity and perspective. Our goal is to create an environment where everyone, from any background, can be themselves and do the best work of their lives.

We're a Stonewall Diversity Champion and we are Disability Confident employer. Our staff, volunteers and young people are supported by KT CAN (our Cultural Awareness Network), KT GEN (Gender Equality Network), KT DAWN (Disability & Wellbeing Network) and Pulse (LGBTQIA+ Network). For more information, [click here](#).

OUR BEHAVIOURS

We expect certain behaviours from you about how you interact with colleagues, our partners, young people & the public. As someone who works at a technical lead or head of level, we would expect that you live these behaviours.

Leading by Example	Continuous Improvement	Effective Communication	One Team	Delivering Results
You inspire others through passion for what we do. You keep young people and our end goal in mind. You instil trust in others through consistency, professionalism and being accountable for team success. Resilient and determined in the face of challenges. You're authentic, bringing unique talents to work and encouraging others to do the same. Role models integrity and acts according to our Values	You understand the internal & external factors that demand change and innovation from The Trust You lead change processes with skill & positivity and help others see the benefits and opportunities. You take an entrepreneurial approach to improve how we do things. You take steps to further own development, coaching others to do the same. You encourage a culture of constant improvement. You role model a positive & constructive approach to giving and receiving feedback	You're approachable, clear, and inspiring. You effectively communicate information throughout The Trust You challenge the thinking of others and raise issues in a diplomatic, non-judgemental way. You seek to understand multiple perspectives, listening to others' concerns or barriers before responding	You role model effective and mutually supportive teamwork with colleagues You bring the team together in pursuit of shared purpose. You manage relationships with multiple stakeholders, gaining buy-in and balancing their different priorities. You share knowledge and information. You build a broad range of trusting relationships both across The Trust and externally. You have a broad organisation knowledge and awareness of how actions in one team will affect others	You translate The Trust's vision into a vision for your own team, making long-term plans and setting goals accordingly. You make decisions through establishing facts, considering consequences, and making sound judgements. You address obstacles, finding workable solutions. You set quality standards & challenge others to maintain them. You empower the team and place trust in them to take ownership and deliver results. You manage resources to maximise their impact and deliver results

THE WELFARE OF OUR YOUNG PEOPLE

The King's Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. As part of this commitment, we undertake basic disclosure checks per the Codes of Practice for all roles within The Trust, and for our roles working directly with young people, at an enhanced level. Having a criminal record will not automatically exclude applicants.