

JOB DESCRIPTION

Chief Legal Counsel

IDENTIFICATION

Position Location: **Fijian Competition & Consumer Commission**
42 Gorrie Street
Suva

Remote Offices: **Lautoka, Sigatoka, Nausori and Labasa Office**

Reports to: **Chief Executive Officer**

Salary Band: **(TBC)**

Direct Reports (1)

1. Manager Legal & Risk Management
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ABOUT FCCC & BACKGROUND

The Fijian Competition & Consumer Commission (FCCC) is an independent statutory authority established under Section 7 of the FCCC Act 2010. Its objective is to promote the: (1) interests of consumers; (2) effective and efficient development of industry, trade and commerce; (3) effective competition in industry, trade or commerce; and (4) ensure equitable returns to businesses with fair and reasonable prices charged to consumers.

As such it is empowered by the FCCC Act 2010 to investigate, control, and evaluate restrictive business practices, abuse of dominant positions, unfair trade practices, price regulation while promoting and maintaining competition in the Fijian economy.

JOB SUMMARY

The Chief Legal Counsel will ensure that FCCC always operates within its legal boundaries aligning to other legislative provisions in Fiji. The Chief Legal Counsel is required to provide strategic legal advice, provide operational legal compliance and minimize risks holistically. The successful candidate will be able to ensure legal compliance and limit risk exposure.

The Chief Legal Counsel will serve as the primary legal advisor to senior management and the board of directors, providing expert guidance on complex legal issues and their implications for the organization's business strategy.

KEY PERFORMANCE INDICATORS

This encompasses the following major functions of Key Result Areas:

- Provide strategic legal and regulatory guidance to executive management team and the Board
- Work, manage and have oversight of the Legal Management functions of FCCC.
- Anticipate issues and estimate risks strategically while identifying proactive solutions that will eliminate or mitigate risks.
- Provide strategic gap analysis and solutions;
- Maintain strategic partnerships
- Timely drafting and negotiation of contracts, agreements, and MOUs for FCCC.
- Represent and deal with complex, significant matters that cut across legal and related areas

The performance requirements of the Legal & Risk Key Result Areas are broadly described below:

1. Strategic Legal & Regulatory Advisory

- Provide accurate and timely strategic legal and regulatory advice to Executive Management.
- Interpret FCCC's governing documents and relevant laws.
- Act as the primary legal contact between FCCC Functions and CEO/Board.
- Provide legal guidance in achieving the strategic plans and its reviews
- Review all regulatory proposals, action plans, and assessments before submission for critical decision-making.

2. Litigation & Legal Risk Management

- Manage all phases of litigation, including strategy planning and Case Management.
- Conduct advocacy and review court documents, making recommendations under the FCCC Act 2010.
- Defend FCCC in lawsuits brought against the organization.
- Independently assess cases, apply innovative litigation techniques, and oversee case management.
- Assist with mergers, acquisitions, and competition-related legal matters.

3. Contracts & Agreements Management

- Review, negotiate, and draft contractual agreements between FCCC and third parties.
- Assist in amending FCCC policies, guidelines, and standard operating procedures (SOPs).

4. Governance, Compliance & Risk Management

- Establish and manage internal risk and governance policies, processes, and practices.
- Anticipate strategic and operational risks, providing proactive solutions.
- Ensure compliance with relevant laws and regulatory requirements.
- Manage corporate legal communications to ensure transparency and stakeholder alignment.

5. Leadership, Stakeholder Engagement & Operational Excellence

- Provide strategic direction to the Executive Management team, FCCC Board, and senior leadership.
- Maintain engagement with stakeholders to support FCCC's strategic goals.
- Ensure legal & risk functions align with FCCC's Vision, Mission, and Strategic Plan.
- Evaluate the Legal Manager's performance and facilitate career development.
- Assist Executive Management in identifying cost efficiencies within the legal division.
- Contribute to project planning and implementation.
- Ensure effective communication between FCCC's legal Services and other functions.

JOB DESCRIPTION

Chief Legal Counsel

KEY COMPETENCIES

1. Strategic Leadership

A strong leader who can communicate a compelling vision that will inspire and motivate others. Intellectually sharp with the ability to deal with concepts and complexity comfortably while understanding the broader issues, sharing knowledge with authority and influence.

2. Intellectual Capability

Well-developed conceptual and analytical skills with the ability to delve into issues without losing sight of the bigger picture. Capable of grasping the complexities underlying issues, handling any risks and uncertainty to reach effective conclusions that may challenge what has been done in the past.

3. Operating Skills

Outcome focussed with a sound understanding of organisational processes and the ability to identify opportunities for synergy and integration. Focussed on priorities and effectively allocating and monitoring resources to work across branches and accomplish integrated tasks. Creates challenging stretch opportunities empowering people with compelling development plans and open communication.

4. Initiative

A leader who can champion a new idea or position, anticipate controversial issues and identify and drive effective outcomes or a common ground. They are capable of seeing the potential or limitations in people and situations and have the ability to use this for a successful outcome.

5. Energy and Drive

Has a proactive approach that motivates and empowers others to strive for success while recognising the importance on a work life balance.

6. Personal and Interpersonal Skills

Effectively manages and develops relationships internally, while also balancing a variety of external stakeholder relationships with the goals of the organisation. A good listener, who is respectful of others, is open to criticism and actively seeks feedback.

7. Organisational positioning skills

Can manoeuvre through complex political situations effectively and is sensitive to political processes, anticipating potential responses and risks. Understands the origin and reasoning behind policies, procedures and practices, remaining politically neutral where appropriate.

8. Acting with honour and integrity

Role model the ethics, values and behaviours expected of a senior leader in the government sector.

FINANCIAL AUTHORITY LEVEL

The Chief Legal Counsel will work closely with CEO and the General Managers and ensure effective management and monitoring of FCCC's budget that includes capital expenditure (capex) and operational expenditure (opex).

REQUIRED QUALIFICATION AND EXPERIENCE

JOB DESCRIPTION

Chief Legal Counsel

The preferred candidate must have:

- An undergraduate degree in Law with a extensive industry experience of atleast 5 to 8 years in a senior management role with a willingness to diversify into an executive management role. Applicants with a master's degree in law would have an added advantage.
- Overall broad legal knowledge (corporate law, civil law and litigations)
- Experience of working to fixed deadlines and objectives, with strong attention to detail.
- Extensive experience in providing leadership, governance and influencing and leading change across multidisciplinary teams in large organisations with strong business acumen.
- Demonstrated interpersonal skills to build and sustain productive working relationships across an organization.
- The capacity to identify and control risks to the organisation that fall within the management of FCCC Act 20210.
- Strong commitment to the principles underpinning good governance, sound financial management and ethical business conduct.

From time to time, it may be necessary to consider changes in the job description in response to the changing of our work environment-including technological requirements or statutory changes. Such Change may be initiated as necessary by FCCC. This Job Description may also be reviewed as part of the preparation for performance planning for the annual performance cycle.

REMUNERATION

Successful candidate will be remunerated according to experience and job knowledge.

DURATION OF SERVICE

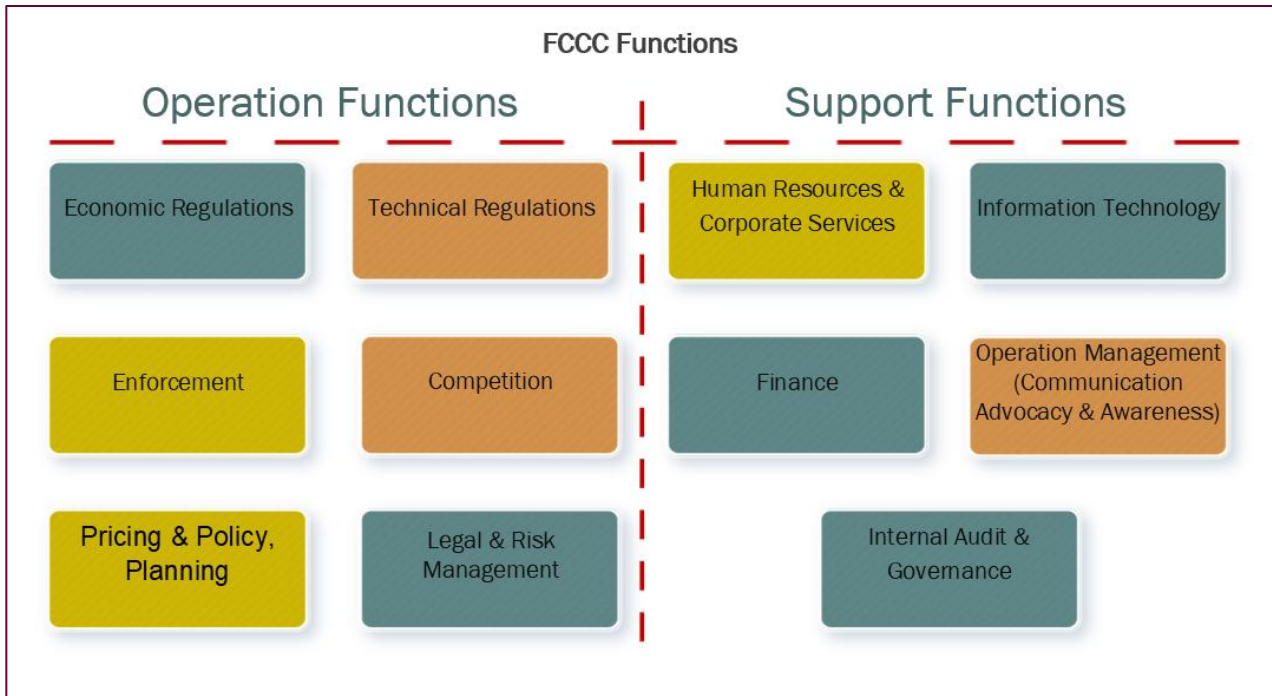
The selected candidate will secure a contract for an initial period of 3 years.

Incumbent

TBC

Signature

Annexure 1 : Functional Structure of FCCC.



Annexure 2 : Current Organisation Structure.

Refer Link: www.fccc.gov.fj