

DRAFT – April 24, 2018

LEGAL JOB FAMILY – LEGAL MANAGEMENT

JOB FAMILY CONCEPT: The Legal job family primarily responsible for providing legal counsel and legal support work for the university community. Typical legal fields include litigation, intellectual property, ethics and conflicts of interest, and other specialties.

LEGAL MANAGEMENT

The **Legal Management** role provides leadership, direction, training, and management for legal functions. Manages budgets, provides expertise and analysis for strategic and long-range planning, provides interpretation of rules and regulations and is responsible for representing the University and Board of Trustees in legal matters.

The **Legal Management** is distinguished from the **Legal Counsel** role in that it has primary responsibilities for planning and managing resources and strategy.

The **Legal Management** role is distinguished from other management roles by its primary focus on legal.

LEGAL MANAGEMENT

Typical Functions

- In addition to the responsibilities for providing legal counsel functions this level manages the work of Legal Counselors.
- Works with state legislature to advocate and protect the interests of the University.
- Serves as the University Officer according to the Board of Trustees bylaws.
- Provides guidance and legal advice to senior leadership.
- Sets the strategic vision for the office and legal matters for the University.

Complexity and Decision Making Authority

Responsible for making strategic litigation decisions that may impact all levels of the University. Makes recommendations to the General Counsel with regard to the settlement of litigated matters.

Knowledge, Skills, and Abilities

Knowledge of case law on a variety of legal issues; knowledge of court rules and procedure; excellent analytical ability; persuasive writing and speaking ability.

Education/Experience

Juris doctorate degree. 10 years of litigation experience in state and federal courts, including substantial first chair trial experience in complex cases.

Licensure

Tennessee license to practice law or eligible for Tennessee license to practice law.