

Job title:	Head of Legal
KFH	18
Reports to:	CEO
Direct reports:	N/A
Location:	London, hybrid working with a minimum of two days a week in the office

Role purpose

The Head of Legal will provide strategic and practical legal advice across Global Witness, with a primary focus on **media law, investigations, publications and litigation**.

The role requires an experienced and adaptable lawyer with significant editorial media law and litigation experience, able to operate confidently in a fast-paced international environment and manage a broad legal portfolio.

Reporting to the Chief Executive Officer, the Head of Legal will oversee Global Witness's legal affairs, advise the CEO, Leadership Team and Board on significant legal and governance matters, manage external legal counsel and hold responsibility for the legal budget.

Key responsibilities

Media law, investigations and litigation

- Act as the organisation's lead adviser on media law, including defamation, privacy, breach of confidence, data protection, copyright and other intellectual property issues arising from investigations, campaigns and communications.
- Provide and manage high-quality pre-publication legal advice on investigations and organisational outputs, including reports, press releases, articles, digital content and campaign materials.
- Advise on and manage complaints, legal threats and other challenges arising from Global Witness's investigations, publications and campaigns in the UK and internationally.
- Advise on, manage and coordinate litigation involving Global Witness, working with external counsel where required.
- Support colleagues to assess legal risk while enabling Global Witness to undertake ambitious and impactful investigative and campaigning work.
- Lead Global Witness's engagement on relevant media law and legal reform issues.

Strategic legal advice and risk

- Provide expert, pragmatic and timely legal advice to the CEO, Leadership Team and colleagues across the organisation.
- Proactively identify significant legal and regulatory risks and advise on proportionate mitigation.
- Ensure appropriate legal oversight of Global Witness's activities and compliance with relevant laws and regulatory requirements in the jurisdictions in which it operates.
- Advise on legal matters relating to campaigns, advocacy and organisational operations, including contracts, intellectual property, brand protection and regulatory compliance.
- Oversee the registration, protection, management and licensing of Global Witness's intellectual property.
- Contribute legal expertise to organisational risk management, particularly in relation to legal, reputational and regulatory risk.

Governance and charity regulation

- Act as the senior legal adviser to the CEO and, where appropriate, the Board on corporate governance, charity law and regulatory compliance.
- Advise on the legal duties and responsibilities of directors and trustees and on the interpretation of governing documents, Articles of Association and relevant governance arrangements.
- Advise on delegated authorities, reserved matters, conflicts of interest and the legal and regulatory implications of significant organisational decisions.
- Support the maintenance of clear and effective governance arrangements across Global Witness's legal entities and governing bodies.
- Advise on relationships and accountabilities between Global Witness entities and Boards and support governance reviews or constitutional changes where required.
- Liaise with external legal advisers and regulators, including the Charity Commission, where appropriate.

Contracts

- Draft, review and negotiate significant contracts and legal agreements, including agreements with donors, partners, suppliers, consultants and other third parties.
- Develop proportionate templates, guidance and processes that enable colleagues to manage routine contractual matters efficiently.

External counsel and legal budget

- Select, instruct and coordinate external legal counsel, ensuring high-quality and cost-effective advice.
- Build and maintain strong relationships with external lawyers and develop opportunities for pro bono and low-bono legal support.
- Develop and manage the legal budget and ensure effective use of legal resources.

Legal capability, policies and training

- Develop and deliver practical legal training for staff, particularly in relation to investigations, campaigns, communications, publications and legal risk.
- Monitor developments in relevant legislation, case law and regulatory practice and advise colleagues on their implications.
- Develop and maintain appropriate legal policies, procedures, guidance and decision-making frameworks and support their effective implementation.

Organisational leadership

- Contribute as a leader to the overall leadership, strategy and organisational effectiveness of Global Witness.
- Provide clear, proportionate and solutions-focused advice, balancing the organisation's appetite for impact with appropriate management of legal risk.
- Model inclusive, collaborative and decisive leadership.
- Build strong relationships across the organisation and encourage colleagues to engage with legal issues early and constructively.
- Develop effective relationships with relevant external experts, partners and professional networks.
- Represent Global Witness externally where this adds value to its mission, profile or influence.

Other responsibilities

- Oversee appropriate insurance arrangements in areas relevant to the legal function.
- Where appropriate, oversee the work of other legal staff, consultants or interns.
- Work in accordance with Global Witness policies, including requirements relating to confidentiality, source protection, information security and contractual obligations.
- Undertake other responsibilities commensurate with the seniority and purpose of the role.

Person specification

Essential

You will be:

- A UK-qualified lawyer with substantial experience in **editorial media law**, together with an understanding of relevant issues in other jurisdictions.
- An experienced lawyer with significant post-qualification experience and a strong track record in a senior legal role.
- Highly experienced in providing pre- and post-publication advice and managing complaints, legal threats and litigation.
- Able to provide confident, pragmatic and proportionate legal advice in situations involving significant reputational and organisational risk.
- Experienced in drafting, reviewing and negotiating a broad range of commercial contracts and agreements.
- Able to advise senior leaders clearly on complex legal and governance issues.
- An excellent communicator, able to translate complex legal issues into practical advice for non-lawyers.

- Able to exercise sound judgement, work effectively under pressure and manage competing priorities and tight deadlines.
- Comfortable taking ownership of complex issues and operating with a high degree of autonomy.
- Collaborative and adaptable, with a willingness to work across a broad range of legal matters.
- Committed to Global Witness's mission and values.

Desirable

- Experience of working as an in-house lawyer.
- Experience within an NGO, charity, media, campaigning or investigative organisation.
- Knowledge or experience of UK charity law and governance.
- Knowledge of US non-profit law or experience advising organisations operating across multiple jurisdictions.
- Experience designing and delivering legal training.
- Experience advising Boards, trustees or directors on governance and regulatory matters.