

JOB DESCRIPTION

Section 1 - Details

Job Title	Recovery Investigator (EU legislation Lawyer)
Team	Policy and Recovery Investigations Team
Responsible to / Line Manager <i>This should be a role title, not a named individual.</i>	Deputy Business Ombudsman
Direct Reports <i>This is about scope of the role. Please include job titles and the reporting relationship.</i>	N/A
Location	Business Ombudsman Council, Kyiv
Date Prepared	January 2024

Section 2 – Purpose of Job

The EU Legislation Lawyer will play a crucial role in providing legal expertise and support to the Business Ombudsman Council in the implementation and compliance of European Union (EU) legislation with focus on public administration, administrative procedures, and decentralization. This position requires a deep understanding of EU laws and regulations, excellent analytical skills, and the ability to collaborate with internal stakeholders and external partners.

Objective

- Stay abreast of the latest developments in EU legislation and regulations affecting the business environment.
- Conduct comprehensive legal research to provide accurate and timely advice on EU laws relevant to the operations of the Business Ombudsman Council.
- Work closely with the Business Ombudsman Council's leadership and the team to ensure effective implementation of EU legislation.
- Guide compliance strategies and contribute to the development of policies that align with EU legal requirements.

Section 3 – Background

The Business Ombudsman Council is a standing consulting and advisory body of the Cabinet of Ministers of Ukraine. The BOC has been established to contribute to the transparency of the activities of state authorities, businesses within the scope of their administration, preventing corruption and/or other violations of legitimate interests of businesses. It consists of BO and two DBOs and is supported by a secretariat. An Investigator is part of the secretariat and reports to a Deputy Business Ombudsman.

On June 23, 2022, the leaders of 27 EU member states decided to grant Ukraine the status of a candidate for membership in the European Union. Geopolitical conditions require Ukraine to speed up the adaptation of legislation and practice to EU standards, and the Business Ombudsman Council needs professional support in matters of practical application of European legislation.

Within this context, the EU Legislation Lawyer will be instrumental in navigating the complex landscape of EU legislative adaptation, contributing to the Business Ombudsman Council's mission of enhancing transparency, preventing corruption, and aligning with EU standards in the dynamic geopolitical context of Ukraine's candidacy for EU membership.

The EU Legislation Lawyer fully supports the BO and DBOs in building and maintaining relationships with the relevant national, regional and local authorities. The Investigator also contributes to policy dialogue with the relevant national authorities, delivers presentations to external stakeholders, and contributes to the preparations for international conferences and workshops.

Section 5 – Accountabilities & Responsibilities

- Offer legal counsel to the Business Ombudsman Council on matters related to EU legislation, ensuring that business practices align with legal standards.
- Advise on potential legal risks and propose strategies for mitigating these risks while supporting the Council's objectives.
- Contribute to the draft legislation to ensure compliance with EU laws.
- Collaborate with internal and external stakeholders (government agencies and industry associations) to stay informed and influence EU legislative processes as they pertain to the Business Ombudsman Council.
- Assist in resolving legal disputes and conflicts related to EU legislation, working closely with the Business Ombudsman Council's dispute resolution mechanisms.

Section 6 – Knowledge, Skills, Experience & Qualifications

- A Masters degree in law.
- Significant post-qualification experience (10 years) with an appropriate degree of relevant professional experience.
- Extensive knowledge of EU laws and regulations.
- Proven experience in providing legal counsel and support in EU legislative implementation.
- Strong analytical, research, and problem-solving skills.
- Excellent communication and interpersonal skills.
- Ability to work collaboratively in a team and independently.
- Excellent command of English and Ukrainian, both written and spoken, together with the ability to draft in English and Ukrainian to a very high standard; familiarity with other languages used in Ukraine is a definite advantage.

Section 7 – Challenges

- Ability to work to challenging deadlines with a positive problem-solving attitude while collaborating with multiple stakeholders.
- Ability to analyse complex legal and financial issues and translate concepts into readily understandable documents, decisions, and convey the rationale.
- Diplomacy, at ease in complex environments.

Section 8 – Behaviours

- High integrity and discretion in a sensitive work environment.
- Strong interpersonal skills with the ability to quickly form working relationships and gain credibility with a wide selection of staff and members of the BOC.
- Proven communication skills – effective communicator, with the ability to persuade and influence colleagues and be able to deliver the goals.

- Effective team player.
- Highly motivated individual able to juggle multiple priorities working within tight deadlines.
- Attracted to the mission of the BOC.