



Location: Cardiff or Redhill
Department: Legal
Direct Reports: 0
SMCR: No

Senior Legal Counsel / Legal Counsel

Reports to: Head of Legal

The Senior Legal Counsel / Legal Counsel is a member of a small United Kingdom market focused legal team overseeing all legal work relating to the business activities of Stellantis Financial Services UK Limited (**Stellantis FS**). This includes providing strategic legal advice and guidance to appropriate stakeholders (including senior management) as well as advising on legal aspects of specific products or operational processes. The Senior Legal Counsel / Legal Counsel will work closely with the other managers of the team and take direction from the Head of Legal. The Senior Legal Counsel / Legal Counsel shall ensure that they remain up to date with relevant laws and regulations to ensure guidance to Stellantis FS remains appropriate.

This is a primarily office based role. The main base is Redhill, Surrey with occasional requirements to attend meetings in High Wycombe, London, Coventry or Cardiff. Although flexible hybrid working arrangements will be available.

JOB DELIVERABLES

Advisory:

- To provide expert advice and guidance to the Stellantis FS to internal stakeholders (including BNP Paribas Personal Finance) and colleagues on legal, regulatory, contractual, compliance, corporate governance, conduct risk issues.
- To provide guidance and assistance in respect of key contract negotiations.
- To be actively involved in material business and IT projects and provide appropriate legal and regulatory advice.
- To provide advice and guidance on financial crime, money laundering and transaction monitoring matters.
- To assist the Head of Legal with corporate law actions and corporate governance activities (as Company Secretary of Stellantis FS).
- To act as key participant in business change, projects and system developments.
- To advise on Stellantis FS's financial promotions and advertising activities (in respect of legal and regulatory matters),

- To provide expert advice and to liaise with external providers on escalated matters, and perform controls in accordance with the Legal control framework (as implemented by BNP Paribas Personal Finance).
- To provide general legal advice to the company.

Legal Risk Management Including Regulatory Watch:

- To perform legal and regulatory controls at line 1 and to provide assistance to the Internal Control Manager.
- To manage Stellantis FS's legal risk register.
- To advise on the management of Stellantis FS's corporate defence model (including codes of conduct, anti-bribery and corruption).
- To support and advise on the development of policies, processes and procedures to ensure adherence to legal, regulatory, compliance, quality and standards expected.
- Assist in the management and investigation of incidents and issues relating to legal, regulatory and compliance issues (including data protection, consumer credit and consumer rights matters).
- To manage Stellantis FS's litigation and contentious work.

Corporate Governance and Relationship to Shareholders & Partners:

- To support and play an active participant in relevant forums and sub-committees; and or committees as deemed applicable by Stellantis FS's governance framework.
- To liaise with group colleagues to ensure compliance with HQ standards and frameworks.
- To manage the relationships with relevant third parties advisors in respect of legal, regulatory and compliance matters.

EMPOWERMENT

The role is seen as an expert within the organisation, with responsibility for the conduct of their own activities on a day to day basis. "Expert advisor" on legal, regulatory, compliance, conduct, quality and complaints matters. Supervision is minimal but oversight and guidance will be provided by the Head of Legal. A contributor to reduction in costs across all areas of the business through legal and regulatory efficiencies.

WORK RELATIONSHIPS

Works largely autonomously but as part of the Legal team.

CANDIDATE PROFILE

Foreign language skills:

- None required for this role however French would be advantageous.

Professional qualifications, vocational training, education level:

- Qualified legal professional (with a minimum of 3 years post-qualification experience).
- Degree or postgraduate diploma in law.

Previous experience required:

- Previous experience in working in financial services or preferably within motor finance.
- Good knowledge of consumer credit laws and regulations.
- Proven track record of understanding business processes and supporting change essential.
- Ability to demonstrate management of senior stakeholders.

Person characteristics required:

- Excellent communication and persuasive skills.
- Ability to analyse complex topics and provide practical guidance and solutions
- Flexible and agile approach to adjust to changing and challenging environments and priorities.
- Highly professional and credible with an ability to deal with senior management and group stakeholders as well as junior members of staff.
- Inquisitive with ability to assess situations and a willingness to understand all aspects of the business with good problem solving skills.
- Organised with good IT skills to embrace a digital based approach. Numerate and literate with excellent Microsoft Office skills and agile to new technology/ digital solutions and IT solutions.
- Proactive.
- Diplomatic.

CAREER PATH (PRE & POST)

This position would constitute a promotion for people who have held the following positions:

- Legal Counsel, Regulatory Manager, Contracts Manager

On leaving this position, a job that would be considered a promotion is:

- Head of Legal, Operations Director, IT Director

Job Grade:	Management Grade D	Last updated:	17/03/23
HR Approver:	Jessica Fernandez Hillman	Date approved:	11/7/23
Approver:	Nehal Lavey-Khan	Version:	1