



**European Bank**  
for Reconstruction and Development

## JOB DESCRIPTION

### Section 1 - Details

Job Title	Counsel or Associate Counsel, Legal Transition - Junior Professional Officer (JPO), LTT (level and title to be decided based on selected applicant's seniority)
Band/Functional Area/PMF Job Group	Office of the General Counsel (OGC)
OTE/NOTE	NOTE (Not eligible for overtime)
Team	Legal Transition Team (LTT)
Responsible to / Line Manager <i>This should be a role title, not a named individual.</i>	Director, Legal Transition
Direct Reports <i>This is about scope of the role. Please include job titles and the reporting relationship.</i>	n/a
Location	HQ (London)
Date Prepared	March 2019

### Section 2 – Purpose of Job

The Legal Transition Team of the Bank (LTT) administers the Legal Transition Programme (LTP)<sup>1</sup> within the EBRD's Office of the General Counsel (OGC). The LTP is the EBRD's initiative to contribute to the improvement of the investment climate in the Bank's countries of operations by helping to create an investor-friendly, efficient, transparent and predictable legal environment.

The Legal Transition Team in the Office of the General Counsel is currently seeking a Counsel, to be based in London at the EBRD Headquarters.

### Section 3 – Background

The European Bank for Reconstruction and Development (EBRD) was founded in 1991 to create a new post-Cold War era in central and Eastern Europe, furthering progress towards market-oriented economies and the promotion of private and entrepreneurial initiative. Its zone of operations has since then expanded to include countries in the southern and eastern Mediterranean area. EBRD helps businesses flourish.

Through our financial investments, business services and involvement in high-level policy dialogue, we are well-placed to promote entrepreneurship and change lives.

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<sup>1</sup> See [www.ebrd.com/law](http://www.ebrd.com/law)

## Section 4 – Accountabilities & Responsibilities

The Counsel or Associate Counsel will provide research and operational support to the Team in the work on the legal reform and institution building projects related to a number of areas, which may include insolvency and restructuring, access to finance, corporate governance, public procurement, public private partnerships, energy regulation, information and communication technology, and dispute resolution (judicial sector and alternative dispute resolution).

Such work will consist of, *inter alia*:

- Assisting Senior Counsel with the preparation of legal reform and institution building projects – from the inception and concept preparation, through negotiation of the terms of reference and liaising with donors, to project implementation, including review of deliverables and coordination with external consultants and the relevant authorities.
- Reviewing legal and regulatory developments in the EBRD's region of operation with the aim of identifying and developing a project pipeline in the areas that are critical to the Team.
- Providing support and background in the development of assessment tools and methodology, based on LTT's past assessments; conducting empirical research by contacting the appropriate sources of information, obtaining the information and making the necessary follow-up.
- Liaising with multilateral and bilateral agencies providing legal reform and institution building assistance in the areas related to LTT's work to define their respective field of activities; coordinating to ensure that LTT's projects and activities are truly additional to those of other development agencies; and, to the extent possible, creating a synergy between EBRD and other development agencies.
- Assisting in appropriate dissemination of the projects' results or findings or coordination efforts with donors and technical assistance providers involved in related projects to ensure maximum impact. This may involve writing or contributing to the writing of articles, press releases, or other materials publicising the projects; coordinating with press and other media for appropriate media coverage of LTT's legal reform activities, etc.

## Section 5 – Knowledge, Skills, Experience & Qualifications

- A law degree and preferably a post-graduate law degree (e.g. LLM) in a second jurisdiction.
- Not less than three years of relevant post-qualification experience as a lawyer, ensuring familiarity with at least one of the above-referenced practice areas, including conducting legal research, drafting and negotiating legal documentation.
- Excellent command of written and spoken English. Fluency in an additional language, in particular Russian, French or Arabic, would be an asset.
- Excellent project management skills, ability to monitor and follow up on many activities concurrently under time constraints and ability to understand and manage priorities.
- Excellent interpersonal and communication skills and client focus.

## Section 6 – Structural Set-up

- The Counsel or Associate Counsel may be required to travel to the Bank's countries of operations or to other countries.
- Training on the job, as well as in-house courses on various technical matters and soft-skills, will be available.
- The JPO will be part of a dynamic, multi-cultural team based in the Bank's HQ in London. Professional development will be ensured through team work, efficient supervision, and exposure to high-level technical cooperation with officials and other professionals.

**The EBRD Legal Transition Team (August 2018)**

