

Oaktree is an ambitious non-for-profit, with the mission of young people leading, demanding and creating a just world. As with any organisation, Oaktree needs a solid foundation.

The Legal team oversees all the legal implication of decisions made and agreements signed, as well as implement systems in place to ensure all regulatory and compliance requirements are met.

### As a Legal Officer, a typical day might look like:

- Monitoring Oaktree's compliance with all relevant legislation and regulatory bodies.
- Drafting, reviewing, updating and implementing internal organisational policies.
- Creating and reviewing contracts and other agreements.
- Researching and responding to legal enquiries arising from within the organisation.
- Providing support for organisational activities.
- Being a point person for an area of law applicable to Oaktree - keeping up to date with any changes in the law.

### Who we are looking for:

- Completed at least two years of a law degree.
- Excellent written and oral communication skills.
- Ability to brainstorm practical solutions and adapt the law to different contexts.
- Take initiative and is proactive in identifying gaps and taking action.
- Proven work ethic.
- Willingness to learn and ability to work independently and within a team.

***We value will over skill, determination over degrees, and passion over years of experience. So go for it. Put your name forward***

### What you will get out of it:

- Opportunity to attend Oaktree's Risk and Compliance Sub-Committee meetings to build your understanding of organisational governance structure and be exposed to experts in law and risk management.
- Development of ability to apply legal theory into real life situations.
- Gain practical and relevant experience through exposure to a wide variety of legal work.
- Build your personal network and be exposed to new opportunities.
- Change your mindset, giving you the confidence to take on tasks and challenges you didn't think you could before.

**TIME COMMITMENT:** 1-2 days a week

**REPORTS TO:** Suhail Bindra | Director of Legal

**FOR QUESTIONS:** [s.bindra@oaktree.org](mailto:s.bindra@oaktree.org)

**APPLICATIONS CLOSE:** Sunday 13th of January 2019

### APPLY AT:

<https://oaktreeorg.typeform.com/to/qjvUPn>