



JOB DESCRIPTION

Position title: Legal Counsel

Department: Legal Affairs

Reports to: Head of Legal Affairs

LEGAL COUNSEL

Purpose of the Position

As Legal Counsel, you will provide legal advice to support all aspects and operational activities of Access Copyright and organizations owned and/or controlled by Access Copyright.

This role reports to the Head of Legal Affairs.

Principal Duties and Responsibilities

- provide sound legal advice and direction on a wide range of legal issues including licensing, corporate and corporate governance matters, copyright, corporate growth initiatives and general legal matters that arise in the day-to-day operations of Access Copyright and organizations owned and/or controlled by Access Copyright;
- draft, negotiate and interpret a broad range of contracts, including licence agreements and other agreements with affiliates, licensees, customers and foreign reproduction rights agencies, non-disclosure agreements, consulting services and commercial agreements;
- advising on governance matters, including drafting governance documents, minutes and corporate filings;
- review, revise and draft organization policies, ensuring organizational compliance with privacy, accessibility and other applicable laws;
- respond to inquiries from staff, licensees, affiliates and the general public regarding issues relating to Access Copyright's licences and tariffs, and other legal matters;
- stay current on legal developments affecting the organization, our members and our industry;
- provide litigation and research support to the Head of Legal Affairs for litigation matters and tariff proceedings before the Copyright Board of Canada;
- assist with preparing submissions, position papers and communications relating to government affairs and relations;
- manage Access Copyright's intellectual property portfolio, including trademarks and domain names;
- prepare and present educational seminars to staff, affiliates and licensees;
- any other matters that may arise from time to time.

Qualifications

- LLB/JD
- Call to the Bar of the Province of Ontario
- 2-4 years experience in a leading law firm or corporate environment, with experience and knowledge of corporate and copyright/intellectual property law
- Experience in litigation matters an asset but not required
- Ability to provide well-considered legal advice and sound business judgment
- Strong research, negotiation and drafting skills
- Recognizes that teamwork in a small, busy in-house legal department often requires a hands-on approach to ensure that the work is completed with available resources
- Thrive in a busy and changing environment both as part of a team and independently
- Experience in the publishing industry or with a collective society an asset

Access Copyright

Access Copyright a non-profit, national organization, representing tens of thousands of Canadian creators and publishers and their works. Access Copyright licenses the copying of this rich repertoire of content to educational institutions, businesses, governments and others. The proceeds gathered when content is copied, remixed and shared are passed along to the copyright-holders, ensuring continued creation of new and innovative works.

Applicants interested in applying are encouraged to send their resumé and cover letter via email to info@accesscopyright.ca. Please reference **Legal Counsel** in the subject line.

Access Copyright is committed to providing accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs. Kindly let us know of your needs.