

GENERAL COUNSEL

FINAL FILING DATE:	Open Until Filled
LOCATION:	San Francisco, CA
SALARY:	Commensurate with experience

Job Summary

State Fund has an opening for a General Counsel who will lead a legal staff responsible for all the corporate legal matters; including the provision of counsel and guidance to the on-going operations and activities of the Fund, ensuring the protection of the legal rights of the Fund, and compliance with policies established by the Board and the President.

The General Counsel will report directly to the Fund Board of Directors, with an administrative reporting relationship to President and CEO of the Fund. General Counsel will attend all Board meetings and hold periodic executive sessions with Board members.

Principal Duties/Responsibilities

- Directs corporate legal activities for the Fund including development and management of the corporate legal budget, selection and supervision of outside counsel, ensuring protection of the legal rights of the Fund, and achieving compliance with policies established by the Board and President.
- Reviews and monitors reports, operations and all obligations with legal implications.
- Reviews and monitors legislation and regulations that affect the Fund and its operations.
- Selects, retains and guides appropriate outside counsel to meet specific functions and needs and manages/coordinates such counsel and the Fund business units.
- Participates in the definition and development of corporate policies, procedures and programs and provide continuing counsel and guidance on legal matters and on legal implications of all matters.
- Assists in defining what authority the Board delegates to committees from a legal perspective and assists the Board in identifying when outside specialists are needed.
- Recruit, train and build the capabilities of legal staff in order to:
 - More effectively meet business requirements
 - Engage and retain top legal talent
 - Reduce the Funds' dependence on external contract legal resources
- Ensure compliance with all facets of the Funds' internal audit charter and agreements.
- Directs the compliance with and adoption of appropriate organizational compliance and ethics processes and policies.
- Provides training on legal/policy issues to staff and the Board as required.

Candidate Profile and Specific Requirements

The successful candidate will possess a Juris Doctorate from an accredited institution, be licensed and in good standing as a member of a state Bar, preferably in California, and at least 12 years' experience in managing legal, legislative and regulatory affairs of corporations with preference for experience in the insurance or professional services environment.

The right candidate will have the proven ability to interact with a variety of personalities, make immediate decisions, have the ability to work on several tasks at any given time while remaining professional and level-headed in a fast-paced environment. A self-starter, he/she will possess a management style capable of working effectively in a collaborative environment.

The requirements listed below are representative of the knowledge, skill, competency and/or ability required to perform the essential duties described above.

- Ability to align with and promote the vision, mission and values of the Fund. A key element of this mission is to provide employees with an opportunity for professional growth and satisfaction. Knowledge of and experience in the principles and practices of effective corporate legal practices, including broad experience in insurance law.
- Ability to challenge behaviors that are contrary to the Funds' ethics policy and code of conduct.
- Ability to conduct legal research and prepare legal opinions; prepare and present court cases; communicate effectively orally and in writing; and establish cooperative working relationships with persons contacted in the course of performing assigned duties.
- Experience working on matters of corporate governance and with a board of directors.
- Familiarity and understanding of Sarbanes-Oxley and legislation and related FASB revenue recognition guidelines.
- Ability to develop trust and serve as a good educator who is willing to share information and serve as a mentor. Solid track record of identifying functional and individual development needs and implementing the game plan to address those needs.
- Ability to resolve corporate legal issues quickly and effectively, and determine appropriate course of action for problem solving when in situations of conflict or while under pressure.
- Ability to interact in a positive and professional manner and to develop and maintain strong working relationships with co-workers, management and other employees.

About State Fund

State Fund is a state government agency established in 1914 by the state legislature. State Fund has operated for 100 years, is California's largest provider of workers' compensation insurance, and a vital asset to California businesses. State Fund supports California's entrepreneurial spirit and plays a stabilizing role in the economy by providing fairly priced workers' compensation insurance, making California workplaces safe, and restoring injured workers.

State Fund offers diverse and comprehensive products and services that provide a strong and stable option for employers and injured employees with fast, reliable claims service and medical and indemnity benefits. State Fund's accident prevention services and return to work programs—provided to policyholders at no additional cost—ultimately help save businesses money.

Our Vision, Values and Purpose

VISION

To be recognized as the industry leader and best value in California.

VALUES

- Honesty
- Integrity
- Accountability
- Adaptability
- Collaboration

PURPOSE

State Fund's purpose is to provide fairly priced workers' compensation insurance, make workplaces safe, and restore injured workers.

Apply for this Position

All interested applicants should submit a resume to:

State Compensation Insurance Fund
PO Box 659015
Sacramento, CA 95865
Attn: HR/ Talent Acquisition – 2nd floor

Or e-mail:
TalentAcquisition@scif.com

As an agency within the State of California, State Compensation Insurance Fund offers excellent benefits for our employees including medical, dental, vision and retirement. We also provide a generous number of paid holidays and time-off along with tuition assistance.

Any questions please email TalentAcquisition@scif.com