VP of Legal  
Location: Remote or Hybrid (UK or US East Coast)

About TM Forum

TM Forum (the Forum) is a non-profit corporation of the State of New Jersey, organized under Sect. 501 (c)(6) of the Internal Revenue Code.

We are an alliance of 850+ global companies working together to break down technology and cultural barriers between digital service providers, technology suppliers, consultancies and systems integrators.

Our work is defined by our members, which include 10 of the world’s top 10 network and communications providers and stretch across 180 countries. Our members tap into each other’s collective experiences and abilities to collaboratively solve complex industry-wide challenges, deploy new services and create technology breakthroughs to accelerate change.

We help communications service providers (CSPs) and their suppliers to digitally transform and thrive in the digital era. We do this by providing an open, collaborative environment and practical support which enables CSPs and suppliers to rapidly transform their business operations, IT systems and ecosystems to capitalize on the opportunities presented in a rapidly evolving digital world. You can learn more at www.tmforum.org.

Diversity & Inclusion at TM Forum

TM Forum is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, creed, color, religion, alienage or national origin, ancestry, citizenship status, age, disability or handicap, sex, marital status, veteran status, sexual orientation, genetic information, arrest record, or any other characteristic protected by applicable federal, state, or local laws.

This is a full-time remote-working position, with work flexible hours needed to accommodate calls in different time zones. Our people are unique and many of our staff work flexibly in many different ways. Please talk to us at your interview about the flexibility you need. We can’t promise to give you exactly what you want, but we do promise not to judge you for asking.

Job Overview

We are looking for a creative, strategic and business-minded in-house legal counsel to work with our CFO and lead our growing legal team. The candidate will have a minimum of eight years of practice, preferably with a mid-sized or large law firm, and will be experienced in software licensing and contracts, joint ventures and liaison agreements with other entities, and will also be familiar with copyright, domestic and international trademark registrations, and other intellectual property issues.

Above all, we are looking for someone who is passionate and is business-orientated and eager to provide the executive team with quality, accurate and relevant advice on the whole spectrum of legal matters that apply to the business and who can provide strong intellectual, strategic and operational leadership for a team of professionals committed to providing world-class member experience.

Work can be performed from the candidate’s home office, with periodic attendance at the Forum’s office as may be required. The candidate will have good computer skills (Microsoft, Excel, Power Point) and word processing capabilities for the drafting and revision of documents.

The candidate will report to the CFO who will help the candidate to understand the activities of the Forum from a legal standpoint. The candidate will be directly involved in complex business transactions in negotiating critical contracts. In addition, you’ll drive and foster a culture of ethics and compliance
throughout the organization.

Responsibilities

- Provide high quality practical legal advice and support on domestic and international business matters and propose solutions which balance the risk/benefit
- Structure, review, draft and negotiate a variety of agreements, including non-disclosure agreements, intellectual property rights agreements, consulting and professional service agreements, supplier and other vendor agreements (events, marketing, IT services, contractors etc.), content license agreements, employment agreements, and other similar transactions
- Work closely with the executive team, sales, business development, operations, marketing, people operations, finance and product teams by reviewing legal issues, contracts, providing timely and efficient advice, and developing and implementing litigation avoidance strategies
- Work with and advise business clients directly, as well as providing guidance and practical solutions for various corporate policies
- Manage our growing internal legal team and oversee the work of external counsel
- Oversee and manage legal structure (including legal entity formation and compliance requirements, VAT registration requirements, registration of U.S. and foreign trademark applications), corporate governance and corporate housekeeping
- Managing and mitigating legal risks by designing, implementing and updating company policies and procedures
- Ensuring compliance with all laws and regulations that apply to the business including antitrust, trade restrictions
- Assists in other areas, as needed, including real estate, insurance, risk management

Requirements

- JD degree and 8-10 years of relevant work experience practicing law at a law firm or in-house (a combination of both is a plus)
- Licensed to practice law and a member in good standing in New Jersey (and/or New York) state.
- Experience drafting and negotiating commercial transactions, including but not limited to marketing, software licensing and confidentiality agreements, procurement documents and statements of work
- Experience of working with management on issues of strategic importance to the organization, delivering commercial legal advice in a concise and accessible manner
- Experience with US and EU data privacy laws preferred
- Ability to identify potential legal issues and make independent recommendations of proposed solutions
- Committed, self-motivated, enthusiastic, industrious, and hardworking with a sense of urgency.
- Possesses the highest of ethical standards and positive attitude and willingness to pass on your knowledge and experience. Strong interpersonal skills including direct, candid and concise communication style
- A talent for prioritizing work and capable of handling multiple projects at once, working effectively to set, communicate and meet deadlines
- A team player who readily shares information and can operate effectively and independently in a global and collaborative culture
- Highly self-motivated and resilient individual
- Ability to pick up new systems, duties, and processes easily
For immediate consideration, please email your resume to recruit@tmforum.org.

An Equal Opportunity Employer
TM Forum does not accept resumes from unauthorized agencies and search firms. Resumes submitted on this site by unauthorized third-parties will not be considered for posted positions and are not eligible for any compensation. All third-party agents and search firms must have an approved contract with TM Forum to submit resumes on behalf of candidates.