



POSITION DESCRIPTION

 MAJOR, LINDSEY & AFRICA

MAJOR, LINDSEY & AFRICA | 700 S. FLOWER ST., SUITE 750, LOS ANGELES, CA 90017 | 213.689.0700

University of California, Los Angeles
10920 Wilshire Blvd
Los Angeles, CA 90024



University of California, Los Angeles ("UCLA" or the "University") has engaged Major, Lindsey & Africa on an exclusive basis to conduct a search for **Senior Counsel, Employment** ("Counsel") to be located in Los Angeles, CA. UCLA is an equal opportunity employer. Interested candidates, please respond to the MLA recruiter who contacted you about this search or directly to the recruiters managing this search, Margot Jackson and Gigi Birchfield. Please do not contact UCLA directly; all resumes sent to UCLA will be routed to MLA for handling and may create delays.

SENIOR COUNSEL, EMPLOYMENT

Overview: The Senior Counsel, Employment provides advice and counsel on complex legal matters in labor and employment law including matters of access, constitutional rights, immigration, discrimination, harassment, retaliation, disability, accommodation, and policy and procedure review. The Senior Counsel works closely with leadership and management across UCLA's clinical enterprise. That enterprise includes but is not limited to three hospitals (Ronald Reagan UCLA Medical Center, Santa Monica – UCLA Medical Center and Orthopaedic Hospital, Resnick Neuropsychiatric Hospital); and the Faculty Practice Group ambulatory clinics located throughout Southern California.

University: UCLA is an institution that is firmly rooted in its land-grant mission of teaching, research and public service. The campus community is committed to discovery and innovation, creative and collaborative achievements, debate and critical inquiry, in an open and inclusive environment that nurtures the growth and development of all faculty, students, administration and staff.

Compensation: Competitive and commensurate with experience

Location: Los Angeles, CA

Relos: Local candidates highly preferred

Bar: Must be a member in good standing of one state bar/eligible for registration as in-house counsel in California



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University Overview

With the highest student enrollment among the 10-campus University of California system, UCLA boasts an undergraduate and graduate population of about 45,920 students. It's also the second-oldest university in the system (after Berkeley), founded in 1919. UCLA's campus extends about 420 acres at the base of the Santa Monica mountains. The university schools and colleges offer more than 125 undergraduate and 40-plus graduate programs. Near the bright lights of Hollywood, UCLA's film school is renowned for educating aspiring movie directors and screenwriters. The UCLA faculty comprises approximately 4,300 faculty members, including seven Nobel Laureates.

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Scope of Potential Responsibilities:

- Provides advice and counsel on highly complex legal matters in labor and employment law including but not limited to matters of access, constitutional rights, immigration, compliance with the state and federal laws concerning Title IX, discrimination, harassment, retaliation, wage and hour, conflicts of interest, compensation, discipline, termination, disability, leaves of absence and accommodation, compliance, privacy and workplace violence.
- Independently handles a full range of legal matters and projects, to include those which hold substantial importance and impact. Interprets complex facts and the law in areas of moderate to high ambiguity.
- Establishes effective relationships with key internal and external constituencies.
- Recognizes strategic needs of the organization and proactively builds relationships with appropriate stakeholders to ensure successful outcomes. Serves as a trusted strategic partner with University business units, providing practical advice and alternative solutions to business issues.
- May act as a liaison with outside counsel, and/or represent the University in administrative or court litigation. Directly negotiates matters on behalf of The Regents. May participate in investigations, prepare opinions, and provide professional advice for organizational leaders.
- Keeps informed on changing legislation and case law developments affecting overall operations of the University as they relate to the area of specialty.



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- Prepares and obtains legal opinions and advice through consultation, review, and research in response to Dean, executive/senior leadership, and campus Legal Affairs or General Counsel.
- Provides functional advice, training and/or guidance to faculty, physicians, and management representatives, and provides leadership in conflict resolution and mediation.
- Develops objectives and ensures service according to established priorities.
- Advises and renders opinions to clients with respect to the legal implications of establishing or changing practices, such as those related to disciplinary actions. Works with colleagues at the Office of the President, UCLA Legal Affairs, and other Health Sciences locations to develop and modify practices and procedures to conform with changing legal requirements and University policies.
- Provides functional advice and guidance to human resources and management and provides leadership in conflict resolution and mediation.

Qualifications & Skills

- **Required:**
 - Juris Doctor from a top tier accredited law school with a strong academic record.
 - Active member of the State Bar of California.
 - 8+ years of experience practicing employment and labor law.
 - Substantial knowledge of federal/ state labor and employment laws including the Fair Employment and Housing Act, Americans With Disabilities Act, Age Discrimination in Employment Act, Family and Medical Leave Act, California Family Rights Act, Fair Labor Standards Act, Higher Education Employer-Employee Relations Act or the National Labor Relations Act, as well as privacy, First Amendment, and whistleblower issues.
 - Experience in employment law as applied in the context of medical accreditation, credentialing, international agreements, risk management, traditional labor law, public/governmental entities, and/or litigation.
- **Preferred Experience:**
 - Experience working in a healthcare environment.
- **Desired Traits:**
 - Excellent strategic thinking, analytical, organizational and problem-solving skills.
 - Demonstrated effectiveness in conflict resolution and mediation processes.
 - Interpersonal skills to establish and maintain effective working relationships with a wide range of faculty, staff, students, and public.
 - Ability to work effectively with conflicting demands, changing priorities, a wide variety of simultaneous tasks, and a heavy workload.



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- Demonstrated oral and written communication skills to prepare concise, logical, grammatically correct analytical reports, correspondence, policies and procedures.
- Workplace style that emphasizes collaboration, teamwork and facilitation.
- Skill in working independently, expediting assignments with minimal direction, and identifying potentially more effective methods of work operation. Ability to initiate projects and follow through with their implementation with minimal supervision.

Process

Submit a resume in Microsoft Word format with a letter describing your interest and relevant skills addressed to:

Gigi Birchfield

Managing Partner

gbirchfield@mlaglobal.com

Margot Jackson

Managing Director

MargotJackson@mlaglobal.com

No calls, please. You will be required to complete additional documents to be considered for this position.