

The Company

Aurora Energy Research is a dynamic and fast-growing energy analytics company. We provide optimisation solutions and data-driven analytics on European and global energy markets that helps our clients navigate the global energy transformation.

Founded in 2013 by a group of University of Oxford economists, Aurora is now a thriving, rapidly-growing company of over 90 staff with offices in Oxford, Berlin and Sydney. Demand for our services – spanning subscription research and consultancy – is immense, in the UK, Europe and beyond. We currently serve over 200 of Europe’s most influential energy sector participants, and we expect to grow beyond 150 staff over the next 18 months.

Sole Counsel

Summary:

In this highly visible role based in Oxford, the Sole Counsel will be responsible for providing legal counsel and guidance to management, the Board of Directors and employees as appropriate, including:

- providing advice concerning business transactions with customers, financial institutions, shareholders, directors, officers and others;
- working directly with executive, sales, service and operations teams to structure and negotiate the company’s commercial transactions with domestic and foreign customers, suppliers, and others;
- preparing or reviewing and approving as to legal form, content and sufficiency, all documents of a legal nature to which the company may be a party or which otherwise affect its legal rights or obligations;
- evaluating, advising on and helping to manage enterprise risk,
- protecting the company from legal action by interpreting laws and ensuring that it meets UK and international legal and regulatory requirements;
- supporting the executive team and board in connection with corporate arrangements such as corporate structuring, corporate governance, debt and equity transactions, and strategic partnerships; and
- preparing and drafting board papers, drafting minutes and resolutions

Primary Responsibilities:

- Work with domestic and international business units on legal issues relating to sales and operations, contracts, and general commercial business matters and draft and negotiate commercial contracts (including product sales agreements, services agreements, license agreements, consulting agreements, and non-disclosure agreements)
- Prepare and continuously review and improve standard form agreements and legal policies and procedures
- Review marketing materials, website content and other corporate disclosures to ensure accuracy and compliance with legal requirements and regulations
- Ensure that the company's foreign operations are established and operate in compliance with applicable law and business requirements
- Management of corporate insurance requirements, including evaluation of coverage needs/limits, preparation of insurance applications, and administration of insurance-related claims
- Protection of domestic and international intellectual property and associated strategy
- Advise and support Human Resources team concerning legal aspects of employment actions, decisions, and policies
- Support executive team, board and outside counsel on complex transactions
- Monitor, maintain and administer company books, shareholder documentation, share option grants and related agreements, employee share option exercises, and related reporting requirements
- Serve as Company Secretary to the Board of Directors and support the board by advising on or managing relevant corporate governance matters; draft, review and/or help implement corporate compliance programs

Other work may from time to time include:

- Manage outside counsel as needed for areas of expertise outside company competency
- Consult with and advise senior management on complex or highly critical issues
- Act as resource to business units and employees on legal and other business matters, with open door policy so that employees feel comfortable seeking legal advice

Required attributes:

- 8+ PQE, preferably within a commercial or corporate practice
- Excellent understanding and working knowledge of the fundamentals of company law
- Excellent judgment from years of experience that may include advising Boards of Directors, management teams and other stakeholders
- Experience developing and managing client and supplier contracting processes
- Corporate governance and company secretarial experience
- Commercial and corporate transaction experience
- Proven negotiating skills and sound commercial judgment
- Analytical thinker with ability to plan, anticipate and evaluate systematically, yet act quickly and decisively
- Confidence to present to the Board on complex legal issues
- Experience with international operations and business transactions
- Ability to make sound decisions, take independent action and juggle multiple transactions in a fast-paced environment
- Exceptional writing, analytical and communication skills
- Flexible, roll-up-sleeves approach
- Background in energy and/or economics an advantage

The successful candidate will work in a dynamic, highly intellectually stimulating and supportive environment. They will enjoy autonomy and the opportunity to be a trusted advisor to the senior management team.

We will review applications as they are received. Please submit a cover letter along with your CV upon application.

Salary will be competitive, dependent on experience. We work to a 40 hour week. To apply, please click on the following [link](#). if you have any issues with the link please submit your CV, cover letter, salary expectations and state your earliest possible start date to recruiting@auroraer.com The closing date for application is 12th August 2019.