

Assistant General Counsel -

Position Summary

The Assistant General Counsel will provide strategic legal support to Quincy Mutual Group, specializing in property and casualty (P&C) insurance. This role involves high-level advisory on legal issues, ensuring compliance with industry regulations, and managing complex litigation and transactional matters. The ideal candidate will have extensive experience in corporate business law, exceptional analytical skills, and the ability to lead and collaborate with various stakeholders.

Principal Accountabilities

Planning and Delivery

- Provide timely counsel on regulatory compliance, corporate governance, and risk management.
- Draft, review, and negotiate contracts, policies, and other legal documents.
- Assess the legal and financial aspects of proposed deals and transactions to ensure alignment with company goals and risk tolerance.
- Keep abreast of new legal developments and industry trends and incorporate them into practice, continuously seeking to improve legal processes and outcomes.
- Oversee and manage significant litigation and regulatory work, coordinating with external legal counsel and internal departments.
- Provide opinions on coverage issues and participate in claim file round table reviews.
- Balance multiple high-priority tasks while maintaining performance on daily/cyclical deliverables.

Business Insight and Analytics

- Analyze and interpret insurance laws, regulations, and industry trends to guide company strategy.
- Monitor and adapt to legal and regulatory developments impacting the P&C insurance industry.
- Conduct comprehensive legal research and provide strategic insights to senior leadership to support business decisions.

Communication and Relationship Building

- Establish and maintain strong relationships with internal department stakeholders, including Claims, Underwriting, Compliance, Finance and Human Resources to provide proactive legal guidance.
- Develop and maintain in-depth relationships with external legal counsel, regulators, vendors, and industry bodies.

- Communicate complex legal concepts clearly and effectively to senior leaders and non-legal stakeholders.
- Influence and negotiate with external partners and regulators.

Judgement

- Demonstrate sound judgement in complex legal matters, considering the perspective of multiple stakeholders.
- Take ownership of decisions and their outcomes.

Leadership

- Support the General Counsel in developing and implementing legal strategies aligned with company goals.
- Mentor and develop junior staff, fostering a culture of professional growth and excellence.
- Ensure that the work of indirect or direct reports is aligned with company goals, strategic objectives, and productivity standards.
- Uphold the highest standards of legal ethics and integrity, contributing to the company's mission and values.

Job Requirements

Experience

- Minimum of 10-15 years of legal experience in transactional business law, ideally with experience property and casualty insurance.
- Proven track record of managing complex legal matters, including high-stakes M&A transactions, litigation and regulatory compliance.
- Experience working with insurance regulators preferred and understanding of regulatory frameworks.

Education

- Juris Doctor (JD) from an accredited law school.
- Admission to the MA state bar and in good standing.

Skills

- Strong strategic, analytical, and critical thinking skills.
- Excellent written and verbal communication and presentation skills.
- Ability to lead and manage multiple priorities in a fast-paced environment.
- Proficiency in legal research tools and Microsoft Office Suite.

Values

- Commitment to the mission and values of Quincy Mutual Group.
- Integrity, ethical conduct, and accountability.
- Collaborative mindset and ability to work effectively in a collaborative environment.