



ROUNDSTONE

TURNING RISK INTO RESULTS

Position Title: Assistant General Counsel

Location: Lakewood, Ohio

Description: Roundstone Management, Ltd. seeks a full-time Assistant General Counsel.

Looking for the opportunity to utilize your legal skills in a career delivering creative and innovative risk management solutions? Roundstone, a leader in the development and management of self-insured and alternative risk funding strategies, is hiring an Assistant General Counsel.

The Role

The Assistant General Counsel will report directly to the Company's General Counsel and will serve as an integral member of the Company's legal team. The successful candidate will be responsible for managing a broad range of corporate legal matters of the Company, will partner with business and legal colleagues to achieve Roundstone's business objectives, and will provide strategic and timely legal advice to the General Counsel and other senior management of Roundstone. The role requires a results-driven, self-starter possessing excellent communication skills, keen attention to detail, efficient time management, multidisciplinary collaboration and superior analytical skills. The role also requires a business-oriented approach, a superb legal mind and the ability to operate in a dynamic business and legal environment. Experience with ERISA, self-funding, health insurance, insurance regulations, benefit plan documents and commercial contract drafting preferred. Captive insurance experience a plus.

Key Responsibilities

- Actively participate as a key member of Roundstone's legal team working closely with the General Counsel and other senior management.
- Deliver subject matter expertise in substantive legal areas, including ERISA, commercial contracts, insurance regulatory law and corporate governance.
- Assist General Counsel with and oversee tasks maintaining the Company's governance and corporate formalities.
- Contribute to the timely update, development and implementation of Company employment policies, best practices, procedures and training.
- Provide practical and effective legal advice and decision making acumen to the Company's sales and marketing, underwriting, claims and accounting functions.
- Conduct legal research regarding a wide variety of legal issues that arise regarding the insurance products offered and the impact of state and federal law regarding same.

Job Requirements

- JD degree from a reputable ABA accredited university and member in good standing of the Ohio Bar.
- Knowledge and exposure both hands-on and overseeing matters involving corporate governance, insurance regulatory compliance, employment, commercial contract review and drafting, ERISA, captive and health insurance.
- Superior business, financial, and technology acumen ideally in the health care or insurance industry.
- 3+ years of formative training with law firm or as an in-house attorney.
- Experience working closely with management.
- Exceptional written, oral and interpersonal communication skills.
- Ability to deliver work timely, exhibiting effective decision making, task driven with a sense of humor and balance.
- Ability to handle ambiguity, juggle multiple matters at once, and quickly and seamlessly shift from one situation or task to another.
- Superior analytical skills and judgment, solid character and personal integrity.

For more information about Roundstone, please visit our website: www.roundstoneinsurance.com.

Please send resumes to HR@Roundstoneinsurance.com