The Georgia Institute of Technology is seeking a visionary and strategic leader as Vice President for Ethics, Compliance and Legal Affairs. The VP will provide leadership, oversight and direction in the areas of ethics, compliance, legal affairs, affiliated organizations and risk management for the Institute, as well as provide decision support to the Office of the President on these and related matters including policy interpretation and formation to help ensure that the Institute maintains a consistently high level of integrity and public trust. The successful candidate will serve as Chief Ethics Officer and as the key spokesperson and resource for the Institute on ethics and compliance matters along with oversight and management of legal affairs. He or she will establish and provide direction to an Institute-wide compliance and risk management network that will identify and monitor compliance and other risks to the institution and provide counsel. The vice president will be responsible for establishing group, department, and division goals; determining the resources needed to meet those goals; assessing group, department, and division performance and providing feedback; directing training and education in ethics and compliance; and making pay decisions.

This position will interact on a continuing basis with the: Office of the President, other executive leadership, faculty, staff, students, University System of Georgia staff, external counsel, and external agencies.

Successful candidates must possess a Juris Doctor and should have eight or more years of experience in law, enterprise risk management, affiliated organizations, and/or ethics/compliance or a related field. This should include five years in the following areas: providing leadership and developing strategies within an environment that is complex, decentralized, and interdisciplinary, and experience with hiring, training, managing and motivating a large and diverse staff; demonstrated experience with legal, statutory and policy requirements. The ideal candidate should possess a License to practice law in Georgia or ability to be admitted to the Georgia Bar.

Located on more than 400 acres in Atlanta's Midtown area, the Georgia Institute of Technology is a top 10 public research university committed to improving the human condition through advanced science and technology. Georgia Tech is an institution within the University System of Georgia (USG). Equipped with the extremely rich resources of an outstanding student body and faculty; strong partnerships with business, industry, and government; and support from alumni and friends, Georgia Tech is designing a future of global excellence, leadership, and service.

**Application Process:**
Interested applicants must complete the online application linked from the posting found on the Georgia Tech website. Electronic copies of a cover letter and resume/cv may be loaded with your profile. At www.careers@gatech.edu
Job Posting Number: [0177989]
Applications will be received through October 31, 2018, or until the position has been filled.

*We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law.*

Georgia Institute of Technology
Atlanta, Georgia 30332-0325 U.S.A.
PHONE 404-894-5051
FAX 404-894-1277
Georgia Institute of Technology - Job Description

TITLE: Vice President for Ethics, Compliance and Legal Affairs

JOB PURPOSE:
Provide leadership, oversight and direction in the areas of ethics, compliance, legal affairs, affiliated organizations and risk management for the Institute. Provide decision support to the Office of the President on these and related matters including policy interpretation and formation. Serve as Chief Ethics Officer and as the key spokesperson and resource for the Institute on ethics and compliance matters along with oversight and management of legal affairs. Establish and provide direction to an Institute-wide Compliance and Risk Management Network that will identify and monitor compliance and other risks to the institution. Responsible for establishing group, department, and division goals; providing training and education in ethics and compliance; determining the resources needed to meet those goals; assessing group, department, and division performance and providing feedback; and making pay decisions.

IMPACT & INFLUENCE:
This position will interact on a continuing basis with the: Office of the President, executive leadership, faculty, staff, students, University System of Georgia staff, external counsel, and external agencies. This position typically will advise and counsel: Office of the President and executive leadership. This position will typically supervise: management and staff in legal affairs, compliance, affiliated organizations and risk management.

KEY RESPONSIBILITIES:
Duties may include but are not limited to:
• Provide decision support to the Office of the President on legal and policy issues and matters related to compliance and institutional risk management.
• Serve as Chief Ethics Officer by leading the campus community in the development and implementation of innovative approaches to educate community members and encourage an ethical campus culture.
• Advise internal constituents on conflict of interest, gift rules, financial disclosure matters, Title IX, ADA and other compliance matters.
• Provide legal and operational oversight to units and leadership focused on compliance and risk management.
• Oversee and provide direction to an Institute-wide Compliance and Risk Management Network.
• Support and report to the Office of the President regarding the Institute’s implementation of an ethics and compliance program consistent with Federal Sentencing Guidelines for Organizations and the University System of Georgia Compliance Charter.
• Manage the process for review, approval and maintenance of Institute policies and procedures.
• Assist the Office of the President in coordinating the activities of the separately-incorporated organizations affiliated with the Institute and assuring that their activities are aligned with the strategic goals and priorities of the Institute.
• Perform other related duties as assigned.

EDUCATION, SPECIALIZED KNOWLEDGE AND EXPERIENCE:
Degrees required for this job: Juris Doctor
Degrees preferred:
Years of experience required for this job: Eight or more years of experience in law, enterprise risk management, affiliated organizations, and/or ethics/compliance or a related field; five years in the following areas: providing leadership and developing strategies within an environment that is complex, decentralized, and interdisciplinary, and experience with hiring, training, managing and motivating a large and diverse staff; demonstrated experience with legal, statutory and policy requirements.
Years preferred:
Certifications or licenses required for this job: License to practice law in Georgia or ability to be admitted to the Georgia Bar.
Certifications or licenses preferred:
SPECIALIZED SKILLS:
Specialized skills required for this job:
Ability to work effectively across disciplinary teams and gain support for new ideas; strong verbal and written
communications skills; ability to think laterally across the Institute, problem solve and provide practical solutions to
the Institute within a legally accepted framework

Specialized skills preferred:

OTHER VARIABLES: