

MASTERCLASS GENERAL COUNSEL & CHIEF LEGAL OFFICER (CLO)

Dive deep into emerging global trends and their implications for General Counsel in the Emerging Markets. In 3-days, you can get up to speed on the evolution of leadership skills and departmental management techniques and more.

Learn more and contact us today!

DATES: 06 – 08 NOVEMBER 2019
VENUE: HOLIDAY INN SINGAPORE
ORCHARD CITY CENTRE

Delivery Type: Group Live Class Room | Duration: 3 Days | Non residential
Course Language & Materials - English

CONTACT US TODAY TO KNOW MORE!



+91 8433921011

+91 22 40950307



marketing@bricsaevents.in

www.bricsaevents.com

overview

Building an outstanding in-house legal team which meets the expectations of business and sustaining high performance in that team is no accident. It takes strategy and a very different set of skills than those which formed the basis of most lawyers' core legal training. Successfully managing or leading a legal function within a business requires deliberate and active upskilling.

This masterclass program is designed specifically for in-house lawyers keen to meet the demands of business leaders who want their lawyers to deliver results not just legal advice. If you are looking to work more effectively and efficiently with others, build and maintain successful and professional relationships, and learn to adapt and use your skills confidently and effectively in a multidisciplinary environment, then this interactive and highly practical program will help you to discover with insight, knowledge, ideas and skills how to connect, communicate, collaborate and contribute for better personal performance, team effectiveness and organisational impact.

The program will highlight valuable skills essential for success in a business environment and provide a useful forum for networking and sharing experiences with those who face similar challenges.

Participants will be able to contribute to numerous group discussions, compete in team challenges and draw upon the experiences of each other and the Program Facilitator.

Program Objectives:

Participants will learn skills to:

- **Refine** and develop the role and strategy of the in-house legal function
- **Identify** and practise key leadership skills and styles
- **Develop** goals for individual and team
- **Motivate** a team and work together collaboratively with other business functions
- **Utilise** resources efficiently
- **Work** effectively with outside counsel
- **Demonstrate** the value of the in-house legal function
- **Manage** and lead the in-house legal team to high performance

Program Delivery:

- This is a 3 day program totalling 21 hours of delivery time.
- All materials and instruction will be given in English.
- The high levels of participation and interactivity throughout the program strictly limited to 20 delegates only.

BOOK THIS PROGRAM AS IN-HOUSE OR BESPOKE

Reserve your preferred dates for your on-site training and discuss with us how we can meet your training needs with optional or custom sessions if desired. Available training times are limited and should be booked well in advance.

Contact: Tridib Panda

Tel: +91 8433921011 | Email: tridib.panda@bricsaevents.in

Program Venue:

This program takes place on a non-residential basis at a centrally located Singapore hotel. Non-residential course fees include training facilities, documentation, lunch and refreshments for the duration of the program. Delegates are responsible for arranging their own accommodation, however, a list of convenient hotels is available upon registration.

Teaching method

This training program uses a combination of prepared tuition, practical exercises, and case studies. Most importantly it will offer participants opportunities to contribute individually and to work together in small groups, to practice the application of the techniques discussed.

➤ **On completion participants will receive course certificate.**

Who should attend:

- General Counsel and Chief Legal Officers looking for a fresh perspective
- High potential, aspiring GCs, CLOs, Heads of Legal and Legal Directors
- Legal Counsel / in-house lawyers in corporates, government or charities whether or not currently responsible for managing others
- Private practice solicitors considering a move in-house
- Legal Affairs managers / Legal Operations professionals responsible for delivering legal services in-house

This Program will also provide valuable insights for non-legal executives with reporting lines from the in-house legal function.

Program Facilitator | Kelli Read



Kelli is a dual qualified lawyer (Australia and the UK), with 25+ years' experience leading and managing legal and multi-disciplinary teams in a variety of environments.

Kelli has worked in both the public and private sectors – in private practice and in-house – including:

- Law Firms (King & Wood Mallesons & Herbert Smith Freehills)
- New Law service providers (Axiom and Halebury)
- Investment Banking (Nomura International)
- Financial Services (RBS Group/WorldPay & BNY Mellon)
- Private Equity (Terra Firma Capital Partners & GI Partners)
- A non-departmental public body (QCDA)
- Professional Services (PwC and AlixPartners)
- Technology Services (SQS Group and Shift Left)
- Higher Education (The University of Law)
- as an Executive Director in portfolio business operations in the healthcare and education sectors (Cambian Group).

Key practice areas are in finance, M&A, corporate, commercial, contract and risk management and advising on legal operations and departmental management.

Kelli has a particular interest in legal team assessment, team building and leadership coaching. She is a qualified Team Emotional Intelligence and Trait Emotional Intelligence Questionnaire assessor and was recently accredited in the Bates Executive Presence Index (ExPI™) assessment tool.

In 2014, Kelli established *beyondBlackletter* to equip in-house lawyers with the skills essential to succeed in a business environment. Kelli balances a portfolio career working as an on-call general counsel adviser to SMEs, consults as an adviser and trainer to in-house legal departments and also coaches in-house counsel to reach full potential.

She is based in the UK, but works globally.

Course Timings :

Registration will be at 0830 on Day One.

Program will commence at 0900 and conclude at 1700 daily. Two refreshments and one lunch will be served daily

DAY 1 – by design: purpose, resources and strategy

Welcome and Introductions

- Program Overview
- Setting Expectations
- Participants' background, goals and challenges

Defining the purpose and role of the-house legal team

- Answer the key questions of the Who, What, Where, When and Why of the in-house legal function

Aligning legal services to business needs

- The need and demands for legal services
- The conflicting roles of legal supporting business development and safeguarding the organisation
- Impact of risk tolerance and corporate culture
- Strategies for success

Resourcing in-house legal services

- Alternate structures
- Resourcing options
- In-house competencies
- Making the most of external providers

Building a team

- Essential skills
- Behaviours
- Recruiting for success
- Motivating and empowering others

Reaching full potential through Team Emotional Intelligence

- What is Team EI?
- Why it is important?
- Impact on team performance
- How to nurture Team EI

FEEL FREE TO TALK TO US

t +91 8433921011 | +91 22 40950307

e marketing@bricsaevents.in

DAY 2 – for impact: essential skills for working with others

Communication Skills

- Communicating clearly and effectively
- Choosing the right communication method
- Active listening
- Non-verbal communication

Business Writing Techniques

- Engaging your readers
- Motivating readers to act
- Writing concise, useful summaries
- Proven techniques

Promoting better legal awareness

- Raising legal awareness in the business
- Proactive initiatives to engage business colleagues
- Legal risk management
- Proven techniques

Managing key relationships

- Networking / relationship building within the business
- Leadership styles
- Building your brand
- Gaining management support

Reputation building

- Team Brand
- Value
- Metrics and KPIs
- Client satisfaction

DAY 3 – self-preservation: skills for survival

Building influence in the business

- The psychology of persuasion; 6 principles

Assertiveness

- How to speak up and get people to listen
- Get your point of view across confidently, without upsetting others or yourself
- Learn to say NO when you need to
- Helpful techniques to adopt

Collaborative working

- Organisational politics
- Across functions
- Across Cultures
- Across Distance (Virtual)

Constructive Conflict Management

- Common sources of conflict
- Options for managing conflict
- How to have difficult conversations
- Strategies for handling unreasonable and difficult colleagues

Building Resilience

- Lawyer negativity and burnout
- Dealing with change
- Know when to avoid, alter, adapt or accept
- Coping techniques

Your questions answered

- Opportunity for Participants to propose case studies for group discussion and proposed resolution

Summary, conclusion and useful tips

FEEL FREE TO TALK TO US

t +91 8433921011 | +91 22 40950307

e marketing@bricsaevents.in

UPCOMING COURSES 2019 - 2020

Course Name	Dates	Location
General Counsel and Chief Legal Officer (CLO)	NOVEMBER 6 - 8, 2019 3 Days	SINGAPORE
5 Day Master Class ALM for Emerging Markets	NOVEMBER 17 - 21, 2019 5 Days	DUBAI
Risk Based Approach to AML & CTF	NOVEMBER 25 - 28, 2019 4 Days	DUBAI
Advance Credit Risk Management	MARCH 8 - 12, 2020 5 Days	DUBAI
3 Day Master Class on Customer Excellence	MARCH 18 - 20, 2020 3 Days	DUBAI
3 Day Master Class on Payments	MARCH 17 - 19, 2020 3 Days	DUBAI

ORGANISATIONS THAT HAD ATTENDED OUR COURSES

ABO Capital Investments, Angola
 ABSA
 Arab African International Bank, Egypt
 Arab Bank Plc, PL, Palestine
 Awash Bank, Ethiopia
 Bank AL Habib Limited, Pakistan
 Bank Nizwa SAOG, Oman
 Bank of Ceylon, Sri Lanka
 Bank of Industry Limited, Nigeria
 Bank South Pacific, PNG
 Banque Misr, Egypt
 Banque Populaire du Rwanda Limited
 Barclays Bank of Kenya
 Bluoshen S.A, Angola
 BMCE Bank
 BNI MADAGASCAR
 Centenary Bank, Uganda
 Central Bank of Indonesia
 Central Bank of Seychelles
 Central Bank of Sri Lanka
 Financial Market Supervisory Authority, Azerbaijan
 GFH Financial Group BSC Bahrain
 Ghazanfar Bank
 Gulf Bank, Kuwait
 I&M Bank (Rwanda) Limited
 IEI-Anchor Pension Managers Ltd
 Khaleeji Commercial Bank, Bahrain
 Kiatnakin Bank
 Kuwait Financial Center - Markaz, Kuwait
 Mashreq Bank
 Meristem Wealth Management Limited, Nigeria
 MauBank Ltd
 National Bank of Bahrain
 National Bank of Malawi
 National Housing Bank, India
 NEW YORK UNIVERSITY IN ABU DHABI
 Nib International Bank S.C., Ethiopia
 NIBSS Plc, Nigeria
 Oman Arab Bank, Oman
 PT Bank UOB Indonesia
 Riyadh Bank, Saudi Arabia
 RAWBANK
 Samba Bank Limited
 Sampath Bank PLC, Sri Lanka
 Stanbic Bank, Ghana
 Sterling Bank Plc, Nigeria
 Tharawat Establishment, Saudi Arabia
 The City Bank Limited, Bangladesh
 The National Bank TNB
 The Saudi Investment Bank, Saudi Arabia
 Union National Bank, UAE