The International Energy Agency (IEA) of the OECD, an international organisation based in Paris, is looking for a Chief Legal Counsel. He/She will provide or supervise the provision of all legal services and advice necessary for the functioning of the Agency. He/She will manage a small multicultural team. This person will work under the guidance of the Executive Director of the IEA. (http://www.iea.org/)

**The job...**

The Legal Counsel is a member of the top management team of the Agency, with responsibility for advising on all legal issues involved in the activities and operations of the Agency, for preparing or negotiating all legally significant documents involved in such activities or operations, and for representing the Agency to other international organisations, to governments, to industry, and to adjudicatory authorities with respect to any legal issue affecting the Agency. The Legal Counsel carries the following specific responsibilities:

1. Advise on questions posed and perform duties assigned by the Executive Director.
2. Prepare documentation for the Governing Board and other organs of the Agency.
3. Manage a small team of legal professionals.
4. Advise and assist Directors, Heads of Division, and the other staff of the Agency.
5. Advise on relevant questions of international law and treaty interpretation, and on legal questions concerning the organisation, structure and administration of the Agency.
6. Lead negotiations with non-member governments or with the European Communities concerning their accession to the Agreement on an International Energy Program or other co-operative arrangements.
7. Prepare, negotiate and advise on contracts and such other legal instruments as may be required for the operations of the Agency.
8. Prepare and advise on the administration of energy research and development Implementing Agreements.
9. Provide legal advice on all administrative matters including budget and personnel policies and issues.

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10. Maintain appropriate contacts with the Legal and other Offices of the OECD, Delegations, research and development administrations in government agencies, legal experts in national capitals, and advisers to the Agency in the petroleum and other energy industries and their legal counsel.

11. Contribute suggestions and advice on the overall management of the Agency.

The person we are looking for should have...

1. An advanced law degree, with a distinguished academic performance.

2. At least fifteen years of law practice, with recognized distinction, at a senior level of government, international organisations, private law firms or industry.

3. A good knowledge of international law.

4. Excellent ability to communicate orally and in writing in English, including, in particular, legal drafting skill. Working knowledge of French is desirable.

5. Proven management ability and capacity to motivate and lead a small, multicultural team.

6. Some knowledge of antitrust law, some knowledge of the emergency response measures provided for in the International Energy Program and some knowledge of the Agency’s research and development Implementing Agreements would be an advantage.

We are an equal opportunity employer and encourage applications from female candidates.

Applications (in English or French) from nationals of OECD Member countries should quote reference and be sent via our on-line application form on www.oecd.org/hrm by 27 July 2001.

Only candidates selected for interview will be contacted.

For more information on OECD and our recruitment, please see www.oecd.org