

Academically Advanced Socially Progressive

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Senior Legal Counsel

Department	Legal Services		
Directorate	Office of the University Compliance Officer		
Staff Category	Administrative and Professional	Reference No	846399
Reports To	Head of Legal Services	Grade	9
Salary Range	In the region of £70,000	Contract Type	Open Contract
FTE	1 (35 hours/week)	Closing Date	21/09/2026
Working Arrangements	Hybrid. The standard requirement across the University is that at least three days per week (based on 1FTE) will be spent working on-site (with flexibility as appropriate).		
Work Location	Glasgow / Hybrid		

Job Advert

The University is looking to appoint a dynamic and innovative Senior Legal Counsel into its busy Legal Services team, reporting to the Head of Legal Services, to provide expert legal and compliance advice and assistance across all areas of the University, with a particular focus on commercial matters. This is an exciting in-house position with a varied and challenging workload where no two days are the same. You will be able to use and develop your skills in a wide variety of legal disciplines in a friendly, supportive environment and, together with the Head of Legal Services, help shape the Legal Services function to make a real difference in a ground-breaking institution.

Our strategic plan, Strathclyde 2030, builds on the University's collective achievements over recent years in realising our vision of Strathclyde as a leading international technological university, inspired by its founder's vision of a 'place of useful learning' that makes a positive difference to the world. The University has ambitious plans to generate transformative innovation and impact, forge new collaborative relationships and partnerships, and engage across sectors on a global scale.

In parallel, all universities are having to respond to an ever-increasing suite of new legislation, laws and external policy developments, at a time when the student and staff community (as with society at large) is becoming increasingly litigious. Safeguarding our Strathclyde Staff and Student Community is at front and centre of all our decision making. Legal Services plays a fundamental enabling role across all the strategic goals and KPIs in Strathclyde 2030 – as a collaborative, values-led business partner, providing tailored, accessible, solutions-based legal advice in support of the University's objectives.

The Legal Services team handles a broad array of frequently complex legal and compliance issues that impact the University, its staff and its students. We aim to work collaboratively to deliver robust, pragmatic advice that is centred on a sound assessment of legal risk.

We also work with external advisors as necessary to provide appropriate support to the University's objectives, always helping to secure the best value for money and manage the University's risk exposure appropriately.

Legal Services at the University of Strathclyde sits within the Office of the University Compliance Officer along with Safeguarding, Internal Audit Service, Information Governance Unit and the Directorate of Safety, Wellbeing & Resilience.

Job Description

Brief Outline of Job:

This exciting in-house role will deliver a proactive, customer-focused service, providing full and effective legal support to senior management and colleagues on a wide variety of legal matters across the full range of the University's activities.

While there will be a significant focus on commercial matters such as contracts, intellectual property, transnational education agreements, procurement, corporate investments, information governance, and information security, the broad nature of Legal Services' remit will also involve handling regulatory/compliance, charity law, safeguarding, equality, dispute resolution, civil litigation, property, and student-related matters.

The post holder will be expected to provide lead expert legal advice on complex commercial matters for the University, which matters may have significant strategic and/or external profile and impact, and in doing so exercise a substantial degree of independent, professional responsibility and discretion.

Main Activities/Responsibilities:

1. Support the Head of Legal Services in providing high level/expert legal advice and guidance to senior management, Executive Team, Senate and the University Court and to a large range of University clients on a wide range of legal matters, including, but not limited to, corporate and commercial matters, strategic projects, procurement, data protection agreements, technology transfer, student matters, Graduate and Degree Apprenticeships, UK Visa and Immigration, national security, subsidy control, dispute resolution, education (including transnational education agreements), governance and charity matters, fundraising, regulatory matters, employment and HR matters, property matters, risk and compliance. Supporting University Compliance Officer with regards to internal policies and procedures.
 2. Provide lead expert legal advice on complex commercial matters for the University, which matters may have significant strategic and/or external profile and impact, and in doing so exercise a substantial degree of independent, professional responsibility and discretion.
 3. Provide expert legal input into internal committees and stakeholder groups, influencing and facilitating different opinions to reach a consensus, negotiating terms and promoting/facilitating change as necessary.
 4. Maintain a pro-active, dynamic, and positive approach to unfamiliar areas of legal work, adopting a problem-solving attitude to develop appropriate options and provide (and/or obtain) robust, accurate advice for relevant stakeholders.
 5. Foster and build strategic working relationships across internal stakeholder groups, including interacting at a senior level and representing the activities of Legal Services with a high degree of professionalism in both internal and external platforms.
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6. Manage the often-competing demands and expectations of internal stakeholders by prioritising workload and setting and meeting appropriate service levels.
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7. Lead the development and implementation of continued process improvements in University legal workflow and effectively publicise the services of Legal Services across the University.
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8. Keep abreast of developments in the external legal and legislative environment as it applies to the Higher Education sector and specifically the University.
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9. Assist the Head of Legal Services in shaping the strategic direction of the Legal Services function, evaluating the legal needs of the University, and consulting with service users to establish requirements and standards, with responsibility for taking a pro-active role in implementing change.
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10. Develop, motivate, mentor, support and collaborate with more junior members of the Legal Services team, including the Compliance Co-Ordinator, as required. The role may involve management responsibility in future, where appropriate.
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11. Engaging with external legal advisors as and when required when specific expertise is required beyond what is provided in-house, ensuring advice is properly procured, instructed, managed and represents value for money.
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12. This job description is not exhaustive, and the successful applicant may be required to undertake other relevant duties commensurate with the grading of the post. Activities may be subject to amendment over time as the role develops and/or priorities and requirements, including the University's legal obligations, evolve.
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Person Specification

Educational and/or Professional Qualifications

(E=Essential, i.e. a candidate must meet all essential criteria to be considered for selection, D=Desirable)

E1 Qualified to practise as a solicitor in Scotland, with significant experience of practice.

E2 Current unrestricted Practising Certificate

E3 Evidence of ongoing personal and professional development

Experience

E4 Significant experience of providing client-facing, commercial legal advice and taking a pragmatic approach to solving legal and other problems.

E5 Recent relevant experience of delivering complex contracts and significant strategic projects for diverse organisations, as well as managing dispute resolution, governance, and risk.

E6 Experience of working with, presenting to, and influencing a diverse range of colleagues, including senior management.

E7 Experience of developing innovative solutions, including the development of proposals for policy and procedural development/s and/or reform to meet stakeholder requirements and of contributing to strategic planning

D1 Experience of the Higher Education sector, the funding environment and relevant legal issues.

Job Related Skills and Achievements

E8 Highly developed commercial legal knowledge and skills, including the ability to deal with problems referred from other experienced professionals within the same area of expertise who are unable to solve complex difficulties themselves.

E9 Proven interpersonal skills, including the facilitation of behavioural change, negotiation, influencing and relationship building.

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E10 Ability to proactively manage a varied and demanding workload, including well-developed prioritisation skills.

E11 Commitment to and understanding of equality and diversity issues relating to staff and student matters within a highly diverse community.

E12 Proven ability to work independently and on own initiative, with the ability to demonstrate good judgement on when to seek input from peers or senior managers.

Personal Attributes

E13 Excellent written and verbal communication skills and attention to detail, with the ability to produce documentation/content for a variety of audiences.

E14 Proven, advanced, analytical ability to problem solve and identify/devise solutions to unprecedented issues, and to present ideas and suggestions to senior management and colleagues.

E15 Highly resilient in managing a busy role.

E16 Proactive, self-motivated, confident approach to work.

E17 Willingness to undertake further training and development in unfamiliar areas of legal work as necessary.

Other Relevant Factors

D2 Experience of managing others, delegating activities and supporting staff to fulfil their individual responsibilities.

Application Procedure

Applicants should visit Strathclyde's vacancies portal and complete an online application form including the name of three referees who will be contacted without further permission, unless you indicate you would prefer otherwise. Applicants should also submit a Curriculum Vitae and a covering letter detailing the knowledge, skills and experience you think make you the right candidate for the job. Applicants should also complete the Equal Opportunities Monitoring Form.

The University of Strathclyde encourages the recruitment of disabled and neurodivergent candidates. If you require any reasonable adjustments or support at any stage of the recruitment or application process, please contact us at humanresources@strath.ac.uk, and we will be happy to assist you. This includes supporting you with the option to submit a paper application or a CV instead of completing the online application form.

Interviews

Formal interviews for this post will be held on Monday, 5 October 2026

The University is a Disability Confident Employer and operates a guaranteed interview scheme for disabled candidates who meet all the essential criteria for the post that they are applying for.

Other Information

Further information on the application process and working at Strathclyde can be found on our website (<http://www.strath.ac.uk/hr/workforus>).

Informal enquiries about the post can be directed to Gavin Grant, Head of Legal Services (gavin.grant@strath.ac.uk).

Conditions of Employment

Conditions of employment relating to the Administrative and Professional staff category can be found at: [Conditions of Employment](#).

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Rewards and Benefits

Our comprehensive benefits package, including generous annual leave, family-friendly benefits, flexible work options, and a commitment to continuous learning, reflects our appreciation for the valuable contributions of our colleagues.

We understand that each staff member has unique priorities and lifestyles, so our diverse benefits ensure there is something for everyone, details of which can be found on our [Rewards and Benefits webpage](#).

- **Financial Rewards:** We provide attractive financial packages, including competitive salaries, relocation support for employees and a generous pension scheme, with university contributions of 14.5%.
- **Work-Life Balance:** We are dedicated to enhancing healthy work-life balance for our employees. We offer generous annual leave, an additional annual leave purchase option, flexible and agile work arrangements.
 - Annual Leave: Generous entitlement of 31 days, in addition to 11 public holidays and University closure days.
 - Additional annual leave purchase: Option to request purchase of 2 weeks' additional annual leave per year.
 - Flexible and agile working: The University provides flexible work arrangements. You can request arrangements that fit you and your role, such as hybrid, part-time, compressed hours, term-time, adjusted shifts, staggered hours. These requests can be made from the first day of your employment.
- **Family Friendly Benefits:** We offer a variety of enhanced family-friendly benefits to support our employees in balancing work and family responsibilities. These include Maternity Leave, Paternity/Maternity Support, Adoption Leave, Shared Parental Leave, Parental Leave, Carers Leave and support, Family Friendly Research & Scholarship Leave, and access to our on-campus nursery.
- **Career Development:** Our commitment to personal development is reflected in initiatives such as professional courses, subsidised educational programs, coaching and mentoring, leadership development, secondment opportunities, and access to our library.
- **Health & Wellbeing:** We place high importance on the safety, wellbeing, and health of all our staff and offer discounted Strathclyde Sport membership, an Employee Assistance Programme (EAP), Occupational Health Service, and Cycle to Work scheme.
- **Recognition Awards:** At Strathclyde, we place a strong emphasis on acknowledging and rewarding our staff's commitment and exceptional contributions. This is demonstrated through our Long-Service Awards and our Values-based Strathclyde Medals.

Pre-Placement Health Screening

If you are offered a job with us, you'll be encouraged to let us know about any disability, medical condition, or neurodivergence you have by completing a confidential pre-placement health questionnaire. Completing the questionnaire is entirely voluntary but by doing so we can put in place the right support and make any reasonable adjustments before you start.

Probation

Where applicable, the successful applicant will be required to serve a 12 month probationary period.

Pension

The successful applicant will be eligible to join Universities' Superannuation Scheme. Further information regarding this scheme is available from [Payroll and Pensions](#).

Relocation

Where applicable, the University offers a relocation package to support new employees who meet the eligibility criteria. The relocation package is offered as a contribution towards costs incurred, and is designed to be flexible, allowing staff to use the financial support available in the way that will be most helpful to them. Further details are outlined in the [Relocation Policy](#).

Equality and Diversity

The University of Strathclyde is a socially progressive institution that strives to ensure equality of opportunity and celebrates the diversity of its student and staff community. Strathclyde is people-oriented and collaborative, offering a supportive and flexible working culture with a deep commitment to our [equality, diversity and inclusion charters, initiatives, groups and networks](#).

We strongly encourage applications from Black, Asian and minority ethnicity, women, LGBT+, disabled candidates and candidates from lower socio-economic groups and care-experienced backgrounds.

The University currently holds an [Athena Swan Silver award](#), recognising our commitment to support and transform gender equality within higher education and research.

University Values

The University's Values capture what we're all about: who we are, what we believe in and what we stand for. [Our Values](#) have been derived from how we act and how we expect to be treated as part of Strathclyde.

In delivering **our People Strategy**, we will contribute, act, and make decisions guided by these values.

- **People-oriented:** committed to our staff and students, providing opportunities, and investing in their development.
- **Bold:** confident and challenging in what we do, and supportive of embracing appropriate and managed risk in our decision-making.
- **Innovative:** focused on discovering and applying knowledge with impact and encouraging creative thinking and new ideas.
- **Collaborative:** working together, with our colleagues and external partners, with integrity and in an open, respectful way.
- **Ambitious:** for our institution, staff and students as well as supporting the ambitions of our partners.



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