

## J.D. POWER

Be where the voice of the consumer meets the value of the brand. At J.D. Power, you'll be at the heart of commerce, working for a worldwide leader whose intelligence and insights are shaping the way people sell, and the way people buy.

### Who We Are

Since 1968, companies around the world have trusted J.D. Power to generate and gather the consumer insights that illuminate and inform business success. At J.D. Power we amplify the voice of the consumer, and help brands improve the value of their products and services. Together, these principles empower everyone in the global commerce ecosystem, enabling better purchase decisions – and better business results. Beyond our proven process, J.D. Power's strength is its people. They offer diverse disciplines, talents, and expertise, but share one common goal: to generate growth and long-term value for our clients. Our scientists, Ph.D. level statisticians and methodologists, ensure our research meets the highest scientific quality standards and provides advanced statistical support. J.D. Power represents the science of customer satisfaction in any language, to consumers and businesses worldwide.

**Title:** Associate General Counsel / Deputy General Counsel

**Location:** Costa Mesa, CA & Westlake Village, CA

### Education/Experience Required:

- Candidate must have a law degree (Juris Doctor), be a member of the California bar
- 7-12 years of combined private practice/ in-house experience and at least some exposure in the following areas of practice: contract/corporate law, intellectual property, litigation management and support, risk management, data security and privacy, employment law, and securities.
- Must be based in Southern California, with an expectation that the person will have the flexibility to spend considerable time in both the Costa Mesa and Westlake Village offices of J.D. Power.
- Ability to work with all levels within the organization, both legal and non-legal personnel.
- Excellent organizational and communications skills.
- Proven track record of creative resolution and the ability to make wise decisions under pressure.
- Global experience preferred.

### Key Goal of this Position:

- Provide legal advice and support to all levels of the organization, including senior management at JDP.
- To provide oversight, counsel and tools to handle JDP's global portfolio of syndicated, proprietary, certification and other "business-as-usual" agreements and issues relating thereto, including creation, review, analysis, negotiation, execution and enforceability. Manage and provide oversight and advice on JDP's portfolio of agreements.
- Review, negotiation, drafting and other support in connection with strategic agreements in the areas of M&A, alliances and vendors/suppliers.
- Work with JDP's management in developing, maintaining and adjusting sales and licensing policies, including ad claims.
- Work in managing JDP's data security and privacy initiatives, with the ultimate aim of assuming the role of Chief Privacy Officer.

- Advice in corporate governance issues, including managing corporate paralegal in maintenance of corporate minutes and related upkeep, including corporate record-keeping of corporate subsidiaries.
- Responsibilities for helping manage the JDP Intellectual Property portfolio (including patents and trademarks).
- Support to HR regarding employment related issues and as appropriate, liaising with outside counsel.
- Create standard form agreements for new and existing products, addressing legal and business concerns.
- Provide guidance to and support of the operational function of the Department to enhance efficiencies.
- Ability to learn and be flexible in operating within a small legal department.

**Anticipated Allocation of Work Activities/Detailed Role Descriptions:**

(1) Draft and negotiate client, vendor and strategic agreements 35%

- Draft and negotiate a variety of agreements, which include customer agreements related to JDP's licensing and provision of services (syndicated, proprietary, certification, consulting, vehicle evaluations, etc.) and content acquisition by JDP as well as related and ancillary agreements, such as confidentiality, marketing and click-to-accept agreements.
- In collaboration with the other members of Legal Department and applicable members of the business teams, work on strategic alliances and other agreements across JDP that assist the business in its day-to-day operations.

(2) Data and Security and Privacy, including compliance-related matters 20%

- Work with JDP's management in developing, maintaining privacy and data security policies around access to JDP's proprietary data, information and analysis, with a goal toward meeting JDP's growth objectives while minimizing JDP's legal and regulatory risks.

(3) Management of Intellectual Property Portfolio 10%

- Manage and provide oversight and advice on JDP's portfolio of syndicated, proprietary, certification and related agreements, including customer/subscriber agreements, NDA's and other client and vendor agreements.
- Review and analyze legal and contractual issues related to JDP's intellectual property rights, third party rights and obligations and risk allocation.
- Ensure that appropriate legal protections and provisions are contained in JDP's agreements, including in relation to any regulatory requirements, so as to minimize JDP's legal and business risks.
- Provide support for permissions and other requests relating to JDP's studies, reports and other publications.
- Assessment and management of proper filings, including trademark and patent registrations.

(4) Corporate Governance and Management of Corporate Subsidiaries 10%

- Advice in corporate governance issues, including maintenance of corporate minutes and upkeep, including corporate record-keeping of corporate subsidiaries.
- Ability to work effectively with outside counsels
- Ability to work and coordinate with JDP's parent entity and shareholder, XIO.

(5) Risk Management/Litigation Management and Support 10%

- Provide guidance and support to create efficiencies and provide reporting capabilities. include maintaining contract database and understanding of workflows.
- Assist with Litigation Management and support .
- Leverage technology where appropriate.

(6) Support to HR 5%

- Provide legal support for HR and employment related matters.
- An ability to develop basic knowledge of employment law, from employee handbook, interpretation, wage hour issues. Counseling and advice regarding anti-discrimination claims.

(7) Policies and procedures 5%

- Work with JDP Finance, Senior Management and Interim General Counsel to implement and enforce policies and procedures to ensure an efficient and effective contract, HR and privacy/data security processes.
- Develop and formalize procedures for the resolution of legal, business and related contract issues and communicate established procedures to sales and business personnel.

(8) Involvement / Leadership 5%

- As needed by the Legal Department and Senior Management at J.D. Power, involvement/leadership in a variety of projects, including due diligence activities related to possible acquisitions and divestitures, archiving, management of the Legal Department and other projects as needed.

***To be considered for this position, please submit a resume and cover letter, directly to:***

*Melissa Grajeda*

*Manager of Talent Acquisition, Human Resources*

[Melissa.Grajeda@jdpa.com](mailto:Melissa.Grajeda@jdpa.com)