



## Assistant General Counsel – Commercial Claims

**JOB SUMMARY:** Provides expert commercial casualty and workers compensation legal advice to the Western Claims Zone. The position is located in Denver, but supports California, Oregon, Nevada, Washington, and Idaho. Performs complex legal assignments without supervision. Works closely with senior management to evaluate the legal impact of various claims handling decisions and corporate or department strategies. Provides claims legal advice, training and counsel to various commercial claims operations regarding policy interpretation, coverage analysis, claims handling procedures, guidelines, best practices, regulatory/legislative compliance,, and litigation matters handled within the Commercial Claims Department.

**RELATIONSHIP:** Reports to a Managing Counsel and/or an Executive Level Associate General Counsel; may be responsible for direct management of junior level counsels and other support staff.

### **JOB RESPONSIBILITIES:**

1. Leads or works directly on important, higher-risk or complicated commercial claims legal matters in multiple states.
2. Regularly deals with middle to upper management in the commercial claims department, product and underwriting departments usually involving commercial claims legal matters, policy creation and modification.
3. Requires little supervision from manager with respect to legal work or client interaction. Regularly has interaction with outside counsel on potential and actual litigation matters.
4. Typically receives matters from a Managing Counsel or Division General Counsel, or middle to upper management of the Company.
5. Furnishes legal opinions, advice, and/or risk and mitigation assessments on matters of significant importance to the company and claims organization; enters Attorney Client Privilege log entries which providing legal advice and counsel to claims and is responsible for escalating larger or politically sensitive matters to executive leadership.
6. Occasionally leads teams on tasks, projects or assignments.
7. Develops and delivers training modules on various legal related issues to the claims, product, underwriting and others in the company.
8. Keeps informed of new legislative and case law activity in area of expertise, and informs management and clients as appropriate.
9. Collaborate with claims and reinsurance departments to facilitate maximum reinsurance recoveries.
10. Performs other related duties as assigned.

### **JOB REQUIREMENTS:**

**Education:** JD from accredited law school. Continuing education as required to maintain state standing as licensed attorney.

**License/Certifications:** Must have passed a bar exam and be licensed to practice law in assigned state(s). A California license is desired but not required.

Associates must obtain the required Federal and/or state licenses/registrations within the time period designated by the business unit. Additional licenses/registrations may be required when new products and services are implemented. If an associate fails or is unable to obtain required licenses/registrations within the time period designated by the business unit, the associate will be ineligible to continue in the position.

**Experience:** Typically have seven (7) or more years of relevant legal experience.

**Knowledge:** Comprehensive knowledge of commercial and/or farm and/or Agricultural insurance products as well as claims handling practices and procedure; and litigation management. Candidate will possess knowledge of insurance business practices, policies and procedures.

**Skills/Competencies:** Strong oral and written communication skills for contacts with all levels of management and clients. Analytical ability to interpret statutes, regulations, insurance policies and other contracts. Decision-making ability to set work priorities and make recommendations. Ability to initiate, organize and coordinate complex projects and cases. Negotiation skills.

**Values:** Regularly and consistently demonstrates the Nationwide Values and Guiding Behaviors.

Staffing Exceptions to the above minimum job requirements must be approved by: Human Resources and OCLO Executive Leadership

**JOB CONDITIONS:**

**Overtime Eligibility:** Not Eligible Exempt

**Working Conditions:** Normal office environment

**ADA:** The above statements cover what are generally believed to be principal and essential functions of this job. Specific circumstances may allow or require some people assigned to the job to perform a somewhat different combination of duties.

**Credit Check:** Due to the fiduciary accountabilities within this job, a valid credit check and/or background check will be required as part of the selection process.