

Anthem, Inc.

Legal Counsel Sr. or Associate General Counsel

Corporate Governance & Securities Attorney – #118735

Indianapolis, IN

Description

Your Talent. Our Vision. At Anthem, Inc., it's a powerful combination, and the foundation upon which we're creating greater care for our members, greater value for our customers, and greater health for our communities. Join us and together we will drive the future of health care.

This is an exceptional opportunity to do innovative work that means more to you and those we serve at one of America's leading health benefits companies and a Fortune Top 50 Company.

**** The level of position filled will be determined by the experience level of the candidate ****

This position is responsible for overseeing corporate governance at numerous subsidiary entities, assisting with corporate governance matters for the public company parent (including shareholder engagement) and preparing the Proxy Statement for the Annual Shareholders Meeting and other SEC and public company filings. This individual must have previous corporate governance experience, including SEC filings. Corporate finance and/or real estate experience a plus, but not required. Works as a strategic partner and decision maker with senior leaders to drive strategic outcomes and make complex decisions.

Primary duties may include, but are not limited to:

- Oversight of Corporate Governance for subsidiary entities, including board meetings, regulatory filings, and entity management; supervise corporate paralegals in subsidiary corporate governance matters.
- Assist with securities law matters, including primary responsibility for preparation of the proxy statement and assist with preparation of SEC Forms 10-K, 10-Q, 8-K, 4 and 5.
- Assist with corporate governance matters for parent (public company), including advising the Governance Committee of the Board of Directors.
- Assist with compliance with public company listing standards, including NYSE requirements.
- Carries out research of legal principles and precedents and consults with outside counsel on legal strategies on particular issues.
- Determines methods and procedures on new assignments and may coordinate legal projects.
- Uses professional legal concepts, theories and best practices to contribute to development of company's concepts and principles and to achieve enterprise objectives in an original and highly effective way.
- Provides general and detailed instructions for more junior members of the department and concise, timely briefings to senior level business and legal management.
- Confers with other senior leaders including ELT members.
- Assesses and mitigates risk on even the most difficult and challenging issues.

Qualifications:

- Requires a JD.
- Must have a current license to practice law.
- 6-9+ years of specific industry and/or technical legal experience post licensure.
- Experience managing outside counsel preferred.
- Must have legal experience in Corporate Securities, including SEC filings.
- Must have legal experience in Corporate Governance.

Anthem is ranked as one of America's Most Admired Companies among health insurers by Fortune magazine, and is a 2016 DiversityInc magazine Top 50 Company for Diversity. To learn more about our company please visit us at www.antheminc.com/careers. EOE. M/F/D/V.