

## Job Description for a Lawyer:

As a lawyer serving on a charity board of directors, your main responsibilities may include:

**Providing legal guidance and advice:** As a lawyer, you will provide legal guidance and advice to the charity board members on issues related to the organization's operations, governance, compliance, and risk management.

**Reviewing contracts and legal documents:** You will review and analyze contracts, agreements, and legal documents related to the charity's activities, including fundraising, grants, and partnerships.

**Ensuring compliance with laws and regulations:** You will ensure that the charity complies with all applicable laws and regulations, including tax laws, charity laws, and regulations governing the use of funds.

**Mitigating legal risks:** You will identify and mitigate legal risks that may affect the charity's operations or reputation, and recommend strategies to manage and reduce such risks.

**Participating in board meetings:** You will attend and actively participate in board meetings, providing legal insights and guidance on issues related to the charity's operations, governance, and strategic planning.

**Facilitating communication with external legal counsel:** You may facilitate communication between the charity and its external legal counsel, providing insights and guidance to ensure that legal advice is aligned with the charity's objectives.

**Ensuring ethical conduct:** You will ensure that the charity adheres to high ethical standards, including transparency, accountability, and integrity, and that its activities are consistent with its mission and values.

Overall, as a lawyer serving on a charity board of directors, you will play a crucial role in ensuring that the charity operates in compliance with legal and ethical standards, and that its activities are aligned with its mission and objectives.