

[HBO LOGO]

HBO LAG
MANAGER, BUSINESS & LEGAL AFFAIRS

The Company

HBO Latin America Group (“HBO LAG”) is composed of affiliated businesses belonging to Time Warner, Inc. and Ole Communications Group. HBO LAG owns, operates and/or distributes the leading cable and satellite programming services in Latin America, Brazil and the Caribbean, including HBO and MAX-branded premium channels and as well as basic channels which include Cinemax, E! Entertainment Television, A&E, The History Channel, H2, Lifetime, Sony Entertainment Television, Warner Channel, AXN, and Telemundo Internacional. Operations and personnel are located in Coral Gables, Florida and throughout Latin America.

Position (Coral Gables, Florida)

HBO LAG is looking for a Manager of Business & Legal Affairs. The successful candidate in this position will report to the Director of Business & Legal Affairs who has primary responsibility for distribution and affiliate sales matters and will assist in the fulfillment of legal and business affairs requirements of HBO LAG in the U.S. and in Latin America primarily related to distribution and affiliate sales matters, including partnering with the relevant HBO LA stakeholders to help empower them to achieve their business objectives and comply with all applicable laws and company policies.

Responsibilities

- Structure, draft, negotiate and close a high volume and variety of agreements involving:
 - The distribution of a broad portfolio of basic and premium linear pay-television programming services and related content offerings for all media platforms with an emphasis on cable, DTH satellite and IPTV platforms.
 - The distribution of non-linear programming services for all media platforms (e.g., subscription video on demand (SVOD), HBO GO, etc.)
 - Other related matters including intellectual property licenses, confidentiality agreements, service agreements, promotional and marketing agreements.
- Preparing pre-sale rights analyses, including reviewing acquisition, distribution services and other agreements to analyze available rights and restrictions relating to the distribution of linear and non-linear programming services.
- Understand and critically evaluate complex affiliate agreements and other documents and effectively distill information for clients.
- Assist in the on-going organization of and status reports relating to affiliate agreements.
- Assist in advising and counseling sales, finance and marketing groups on a variety of complex business, legal and regulatory matters arising from the distribution of the HBO

LAG programming services and ancillary content across traditional and new media platforms.

- Other responsibilities as assigned.

Basic Qualifications

- BA/BS required.
- JD required, preferably from a top tier law school.
- Current membership in a Bar of a U.S. State.
- Bilingual English/Portuguese (verbal and written) required; Spanish highly preferred.
- A minimum of 4 years of relevant law firm and/or in-house experience.

Additional Qualifications

- Contract law expertise and record in negotiating and concluding deals within defined parameters.
- Must be an effective team player skilled at collaboration with others to produce top-notch results.
- Excellent interpersonal skills, including the ability to communicate clearly and effectively with internal client groups and externally with executives and other attorneys within the organization.
- Strategic, analytic, “hands-on” and agile in proactively advising as well as responding to client opportunities and needs, while directing and performing multiple tracks of global work in a fast-paced dynamic environment.
- Innovative approach to opportunity identification and problem solving to achieve the strategic goals of the company, while complying with all applicable laws and company policy.