



Counsel Job Description

Position Title: Counsel - Labor & Employment

Reports To: Assistant General Counsel - Labor & Employment

Department: Legal

Practice Group: Labor & Employment

Position Location: The Renaissance Center, Detroit, Michigan, USA

Position Overview:

GM is an equal opportunity employer, offering a great work environment, challenging career opportunities, professional training and competitive compensation. The Counsel- Labor, and Employment position is a collaborative partner with Assistant General Counsel and the Department's business partners. As a member of the Legal Staff, Counsel manages his/her cases and other assignments in an efficient, effective, and solutions-focused manner. Counsel creates and manages a budget for all matters handled by outside counsel and supports a culture of legal compliance and excellence through his/her work. Counsel is critical to helping move the Legal Staff and the business towards successful completion of objectives.

Subject Matter Requirements:

- Provide advice and counsel to management, Human Resources, and Labor Relations regarding compliance with existing labor and employment laws and new legislation
- Provide advice and counsel on issues such as state and federal employment discrimination and anti-harassment statutes; NLRA claims, general union relations and contract negotiations; FMLA and disability law claims; USERRA; state and federal wage and hour laws and the FLSA; equal pay; corporate separateness and contingent workers' issues; affirmative action and diversity; drug-free workplace; employee discipline and termination; restructuring; whistleblower laws; wrongful discharge claims; and drafting employment agreements and policies
- Provide representation and/or management of matters for the Company before state and federal administrative agencies, including the OFCCP, the Wage and Hour Division, EEOC, state and local human rights agencies, as well as in mediations and arbitrations and any claims under local union grievance procedures
- Cost-effectively manage employment litigation/other costs and interface with outside counsel
- Conduct and manage internal investigations
- Drafting and presenting client training on labor and employment issues

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- Provide advice and counsel in other business areas and work on legal projects to improve business policies and processes
- Support and contribute to L&E team's annual objectives and Human Resource/Labor Relations teams' initiatives

Qualifications & Experience:

- A minimum of 7 years of relevant legal experience
- Knowledge and experience in key legal trends that impact the business
- Ability to collaborate, build relationships, gain credibility, and partner effectively with others up and down a matrixed organization
- Self-directed, solution-focused individual that with strong work ethic and the ability to collaborate cross-functionally to achieve enterprise-wide results
- Ability to respectfully speak up, exchange feedback and boldly share ideas without fear.
- Proven ability to establish rapport and participate in an environment of continuous improvement
- Strong oral and written communicator
- Commitment to compliance, integrity and quality
- Sound business judgment and financial acumen, including budgeting
- Aptitude for critical thinking and succinctly presenting the best course of action
- Exceptional organizational, analytical, leadership and interpersonal skills
- Excellent computer skills, including advanced use of Microsoft Office Suite
- Knowledge and understanding of automotive industry environment and business needs is plus
- Demonstrated experience providing legal advice in a highly regulated environment
- Demonstrated experience identifying and resolving legal issues quickly and effectively and ability to make on the spot risk calls
- Demonstrated experience prioritizing conflicting demands from multiple business clients in an extremely fast paced environment
- Ability to set and meet multiple priorities, initiative to take on new challenges and high energy to partner with diverse teams in a fast-paced work environment
- Significant L&E experience in-house at a company, at a law firm or in a government agency with an established labor and employment practice

Education Requirements:

- Law degree from an accredited college or university
- Admitted to practice in at least one jurisdiction in the United States and, if not admitted in Michigan, the ability to qualify for in-house counsel status in Michigan