2021 GRAND CHALLENGES CANADA (GCC) SUMMER FELLOWSHIP PROGRAM

GCC FELLOW - LEGAL

The Legal Summer Student will work closely with a small, high performing team of in-house lawyers to provide creative, practical and proactive legal guidance to the wider Grand Challenges Canada Team.

At Grand Challenges Canada, the Legal Team is focused on enabling and maintaining efficient and effective operations across Grand Challenges Canada’s programs, and managing and mitigating risks facing the organization. Key areas of work for the Legal Team include risk mitigation and the provision of oversight and strategic advice on the legal, governance, policy, financial, operations, and communications aspects of Grand Challenges Canada. In general, the Legal Summer Student can expect to gain broad exposure to the multifaceted functions of in-house counsel in a small, fast-paced, and internationally focused not-for-profit organization.

ACCOUNTABILITIES

As Legal Summer Student, your role will be to support the Legal Team in providing strategic advice to Grand Challenges Canada’s team under the direct supervision of Senior Legal Counsel. You can expect to:

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<th>Responsibilities</th>
<th>Sample Tasks and Activities</th>
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<td>Perform contract-related work</td>
<td>• Prepare, negotiate, and review contracts, draft terms, terminations, and amendments</td>
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<td>Conduct domestic and international legal research (short- and long-term projects)</td>
<td>• Conduct research and prepare in-depth memos in substantive areas of law related to Grand Challenges Canada’s policies and programs (e.g., on innovative and progressive approaches to intellectual property law through work on GCC’s Global Access Policy and Data Access Policy, see <a href="https://www.grandchallenges.ca/">https://www.grandchallenges.ca/</a>)</td>
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<td>• Conduct legal research on a variety of other questions of law (both)</td>
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international and domestic) through the analysis of relevant literature, legislation, and legislative interpretations using legal databases and other resources

| Perform policy and governance related work | • Draft and update organizational policies, including for internal and Board use  
• Assess compliance with existing policies, based on new and existing legislation  
• Provide policy recommendations and updates to improve compliance |
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<td>Provide general support to the Legal Team</td>
<td>• Provide ongoing general support, including preparation of meeting minutes, strategic advice, and document preparation, as needed</td>
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*Note: The specific responsibilities and tasks will be assigned at the time of placement and will be based on the activities and needs of Grand Challenges Canada during the Summer 2021 placement period.*

**COMPETENCIES AND QUALITIES**

The candidate must have completed at least one year of law school and have strong communication and writing skills. The ideal candidate will also have an interest in global health and in working in a fast-paced, entrepreneurial, and collegial environment. A transcript from completed law school courses (if available) should be included in the application.

**IMPORTANT PROGRAM INFORMATION**

**Deadline to apply:** March 25, 2021

**Work Location:** Applicants can be located anywhere in Canada, as long as they have access to high-speed internet, a home office or reasonable workspace, and can commit to our office hours which are 9:00am - 5:00pm EST.

**Employment Term:** May 3, 2021 – August 27, 2021, weekly commitment of 37.5 hours

**Eligibility:** At the time of application submission, individuals must be currently enrolled in a post-secondary institution (College or University) or have graduated within the last year (12 months) from a post-secondary institution. We warmly welcome all applicants from all areas of study.
To Apply:
- Your resume (please note, you do not need a cover letter)
- The completed Summer Student Program Application Form
- The completed Summer Student Program Short Answer Questions Form
- A transcript from completed law school courses (if available) should be included in the application.
- For application support, contact info@grandchallenges.ca with subject line “GCC 2021 Summer Fellowship Program”

Grand Challenges Canada is a respectful, caring, and inclusive workplace. We are committed to upholding the principles of inclusion, diversity, equity, and accessibility. Requests for accommodation can be made at any stage of the recruitment process providing the applicant has met the Bona-fide requirements for the open position. Applicants should make their requirements known when contacted.

Grand Challenges Canada has made every effort to use the most respectful words possible while writing these materials. We realize, however, that the most appropriate terminology may change over time. We developed these materials with the intent to respect the dignity and inherent rights of all individuals.