

## **Job Description**

The Staff Counsel manages / resolves collection litigation; provides legal support for the collections litigation business unit; oversees or interacts with outside collections / defense counsel; provides legal advice in connection with the company's business operations; supports corporate compliance with laws and regulations governing debt collection and related activities; conducts legal research; and, assists with special projects as required.

## **Responsibilities:**

- Assist with special projects for Internal Legal or Legal Outsourcing.
- Create, review, direct and resolve collection litigation matters cost-effectively by working with business clients and legal support staff.
- Ensure adherence to Consumer Bill of Rights by enforcing relevant company policies. Determine appropriate settlements with consumers experiencing temporary or permanent hardships, and communicate with consumer and counsel to encourage financial recovery.
- Maintain and enhance company reputation with courts, vendors, outside counsel, and consumers. Limit company exposure through effective advocacy on behalf of the Company in hearings, trials, and mediation. Negotiate with opposing counsel, conduct discovery and respond to discovery and prepare and attend hearings and trials.
- Provide legal advice to company to support compliance with federal, state and local laws.

## **Qualifications:**

Required: Barred in the state of Texas. Juris Doctor from an accredited university. This position requires someone who is detail-oriented and involves a heavy focus on review of documents and pleadings. Occasional court appearances will be required.

## **Position Title**

Staff Counsel Legal Collections

## **Location**

TX - Houston

## **Category**

Legal

## **Position Status**

Full time