The South African Medical Association (SAMA) is seeking to appoint the **Legal Advisor (Medico-Legal)** to be based at their **Head Office**.

**Job Purpose:**
To ensure that specialist, relevant, and quality legal advice and services are consistently and timeously delivered to SAMA and its members (with a specific focus on medico-legal, HPCSA and ethical matters).

To advise and represent SAMA members in health sector disputes (HPCSA, CMS, Medical Scheme forensic audits).

To provide support to the CPD and Research Ethics Officer and Committee.

The Legal Advisor (Medico-Legal) will be responsible for assisting the Legal Manager with all legal and related administrative matters.

**Job Responsibilities:**
- Providing expert legal advice and support to SAMA and SAMA relating to the entire range of SAMA activities (with a specific focus on medico-legal, HPCSA and ethical matters.)
- To advise and represent SAMA members in health sector disputes (HPCSA, CMS, Medical Scheme forensic audits)
- Monitor current trends in the medico-legal domain and proactively advise members of any changes through publications of articles in the SAMA insider, CPD or information sessions.
- Provide support to the CPD and Research Ethics Officer and Committee, by reviewing protocols and CPD activities in line with the applicable guidelines and regulations.
- Dealing with internal and external correspondence regarding legal matters.
- Drafting and overseeing legal documents.
- Negotiating, drafting, vetting, and managing contracts and Service Level Agreements.
- Promoting compliance throughout the organization (including in-context advice and ad hoc training sessions)
- Overseeing and managing disputes and litigation to which SAMA is a party, including instructing external attorneys to represent SAMA and/or members.
- Managing and resolving medical scheme disputes and forensic audits.
- Assisting members with HPCSA matters and disciplinary proceedings.
- Monitoring the health policy, legislative and regulatory environment on a continuous basis.
- Consider short- and long-term implications of impending legislative and regulatory developments (including impact on SAMA, members, and the broader healthcare environment)
o Providing expert advice and guidance in respect of policies, draft legislation, legislation, judgements, ethical guidelines, and rulings affecting SAMA and members.
o Preparing submissions and presenting on behalf of SAMA to parliament, government departments and statutory bodies on proposed legislation, regulations, policy documents and other legal notices.
o Researching and drafting legal opinions for SAMA when requested.
o Presenting at seminars, events and CPD meetings to educate and inform SAMA members of medico-legal, compliance and ethical issues.
o Assisting the office of the Company Secretary with governance and legislative compliance issues.

Job Requirements
  o LLB Degree
  o BCom, BSc or LLM Degree are desirable/advantageous
  o LLM in Medical Law (Alternatively – Corporate Law, Constitutional and Administrative Law, Contract, ADR)
o 3 - 5 years post articles/pupillage practicing as an attorney/advocate
  o 2 - 3 years litigation, dispute resolution experience
  o 2 - 3 years corporate experience
  o 1 - 2 years health sector experience

Job related knowledge
  o All relevant health and labour legislation, regulations, policies
  o Best practice in respect of contacts
  o Knowledge of government regulations and policies, court procedures, precedents, and other laws.
  o Knowledge of CPD and Research Ethics Committee regulations and guidelines
  o Knowledge and/or experience in drafting contracts, legal documents, opinions, and contracts.
  o Dispute resolution
  o Public sector dispute and labour related processes/resolution

Term: Permanent

To apply: Submit a detailed CV to careers@samedical.org, indicating clearly on the subject line which position you are applying for (i.e., Application for Legal Advisor (Medico-Legal) list).

Closing date: 11 July 2023

Should you not hear from us four weeks after the closing date please consider your application unsuccessful.