

## Comprehensive Legal Affairs Management Workshop

*Amman (Jordan)*

*8 - 12 June 2025*

UK Traininig

# PARTNER



## Comprehensive Legal Affairs Management Workshop

Code: OC28 From: 8 - 12 June 2025 City: Amman (Jordan) Fees: 4000 Pound

### Introduction:

This training course aims to provide participants with a thorough understanding of legal affairs management. It covers various aspects of legal management, offering in-depth insights into best practices, strategies, and tools essential for effectively handling legal issues within an organization.

### Course Objectives:

- Understand the fundamentals of legal affairs management.
- Develop skills for managing legal risks and ensuring compliance.
- Learn effective techniques for contract management.
- Explore strategies for dispute resolution and litigation management.
- Enhance knowledge of corporate governance and regulatory frameworks.

### Course Outline:

#### Day 1:

- Overview of Legal Affairs Management
- Understanding Legal Frameworks and Systems
- Key Legal Concepts and Terminologies
- Legal Compliance and Regulatory Requirements
- Role and Responsibilities of Legal Managers
- Introduction to Risk Management in Legal Affairs
- Identifying and Assessing Legal Risks
- Implementing Risk Mitigation Strategies
- Developing Compliance Programs
- Monitoring and Auditing Legal Compliance

#### Day 2:

- Advanced Risk Management Techniques
- Legal Risk Management Tools
- Case Studies in Legal Risk Management
- Crisis Management and Legal Affairs
- Ensuring Organizational Resilience
- Contract Law Fundamentals
- Drafting and Negotiating Contracts
- Contract Management Best Practices
- Contract Dispute Resolution



- Ensuring Contractual Compliance

### Day 3:

- Advanced Contract Management
- Managing International Contracts
- Contract Lifecycle Management
- Contract Auditing and Monitoring
- Technology in Contract Management
- Introduction to Litigation Management
- Dispute Resolution Techniques
- Managing External Legal Counsel
- Alternative Dispute Resolution ADR Methods
- Litigation Risk Assessment and Management

### Day 4:

- Advanced Litigation Management
- Litigation Strategy Development
- Case Management and Documentation
- Court Procedures and Protocols
- Post-Litigation Processes
- Corporate Governance Principles
- Legal Aspects of Corporate Governance
- Regulatory Compliance and Reporting
- Ethics and Legal Professionalism
- Corporate Social Responsibility and Legal Affairs

### Day 5:

- Advanced Corporate Governance
- Governance Risk Management
- Board of Directors' Legal Responsibilities
- Shareholder Rights and Protections
- Corporate Governance Best Practices
- Emerging Trends in Legal Affairs Management
- Legal Technology and Innovation
- The Future of Legal Services
- Continuous Improvement in Legal Management



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**BLACKBIRD**  
FOR TRAINING



International House 185 Tower Bridge  
Road London SE1 2UF United Kingdom



+44 7401 1773 35  
+44 7480 775526



Sales@blackbird-training.com



www.blackbird-training.com

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