

Advanced Course Legal Affairs Management

Amman (Jordan)

7 - 11 September 2025

UK Traininig

PARTNER



Advanced Course Legal Affairs Management

Code: OC28 From: 7 - 11 September 2025 City: Amman (Jordan) Fees: 4000 Pound

Introduction

This intensive 5-day course is designed to provide participants with a comprehensive foundation in legal affairs management. It covers essential strategies in legal affairs, risk management, contract law, litigation, and corporate governance. By the end of the course, participants will gain practical skills and tools to effectively tackle legal challenges within organizations, equipping them to handle complex business and legal affairs with confidence and professionalism.

Course Objectives

- Understand the fundamental principles of legal affairs management and how to apply them in a business context.
- Effectively manage legal risks and ensure regulatory compliance.
- Master contract management and dispute resolution techniques.
- Grasp corporate governance principles and their legal implications.
- Explore emerging trends in legal affairs management, including the impact of legal technology on modern practices.

Course Outlines

Day 1: Foundations of Legal Affairs Management & Risk Management

- Overview of Legal Affairs Management:
 - Understanding legal frameworks and legal systems worldwide.
 - Key legal concepts and terminologies related to legal affairs.
 - Roles and responsibilities of legal managers in organizations.
- Introduction to Legal Risk Management:
 - Identifying and assessing legal risks in business environments.
 - Implementing risk mitigation strategies to address legal affairs.
 - Developing and managing compliance programs to meet regulatory obligations.

Day 2: Advanced Risk Management & Crisis Management

- Advanced Legal Risk Management:
 - Utilizing advanced tools for managing legal risks.
 - Handling legal crises and strengthening organizational resilience.
 - Case studies on effective legal risk management in complex environments.



- Compliance Auditing:
 - Tools and techniques for auditing and monitoring compliance with legal regulations.
 - Managing regulatory audits and fulfilling legal obligations.

Day 3: Contract Law & Contract Management

- Contract Law Fundamentals:
 - Basics of contract drafting, negotiation, and execution.
 - Best practices for contract management and ensuring compliance.
 - Resolving disputes and enforcing contracts effectively.
- Advanced Contract Management:
 - Managing international contracts and navigating cross-border legal challenges.
 - Understanding contract lifecycle management CLM and the role of technology in modern contract management.
 - Auditing contracts to ensure compliance and mitigate legal risks.

Day 4: Litigation & Dispute Resolution

- Introduction to Litigation Management:
 - Overview of the litigation process and courtroom procedures.
 - Managing relationships with external legal counsel and addressing litigation risks.
 - Exploring Alternative Dispute Resolution ADR methods and their advantages.
- Advanced Litigation Management:
 - Developing litigation strategies for complex cases.
 - Best practices for managing legal documentation and case management.
 - Handling large-scale litigation and settlement negotiations.

Day 5: Corporate Governance & Emerging Trends in Legal Affairs

- Corporate Governance Principles:
 - Legal aspects of corporate governance and ensuring compliance with regulatory frameworks.
 - Ethics and professional responsibility in corporate environments.
 - Corporate social responsibility and its connection to legal management.
- Emerging Trends in Legal Affairs Management:
 - The role of legal technology in transforming legal affairs and improving management efficiency.
 - Future developments in legal services and the impact of digital transformation on the legal affairs department.

- Strategies for continuous improvement in legal management practices and adapting to new challenges in international legal affairs.

Conclusion

By the end of this course, participants will have developed the necessary skills to manage complex legal affairs and lead legal departments effectively. They will be prepared to handle business and legal affairs in various industries, applying advanced legal risk management strategies and mastering contract management and dispute resolution techniques. Furthermore, they will be equipped with insights into the future of legal affairs management, including the integration of legal technology in legal operations, ensuring they are at the forefront of legal management services.



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