

Charles
Russell
Speechlys

Information Security Lead, London

Job Description



Who we are



Who we are

We are an international law firm with a focus on private capital at the intersection of personal, family and business.

Our ability to understand people makes us who we are. We work together to build deep and trusted relationships that deliver meaningful value to our clients. We do this with empathy, attention, and clarity. No jargon, no attitude. We know what matters.



We are committed to running our business responsibly

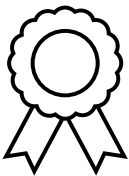
We recognise that our long-term success as a responsible business depends on the health and resilience of our people, our clients, our communities, and our natural environment. We are working hard to ensure that we make a positive contribution for all our stakeholders.

As part of this, we are committed to developing an increasingly diverse, inclusive, and supportive workplace environment where everyone can bring their whole selves to work, feel valued, feel that they belong and can fulfil their potential.



We understand the benefits of hybrid working

We adopt a hybrid working approach, working on a 60/40 split of working in the office and working remotely. This arrangement is non-contractual, dependent on requirements of the role and subject to manager approval.



What we value

Our values represent who we are as a Firm. They are designed to guide the way we think, behave, speak, collaborate, and do business. Please see our four core values below.



Collaborative
we pull together



Committed
we drive performance



Authentic
we stay grounded



Forward-looking
we look beyond

Information Security Lead

To act as the senior deputy to the Head of Information Security, providing strategic leadership, governance oversight, and operational assurance across the Information Security function. This role deputises in the absence of the Head of Information Security and leads the firm's security governance, regulatory compliance, and executive reporting activities.

Roles & Responsibilities

Strategic & Governance Leadership

- Deputise for the Head of Information Security at ITLT, OpCom, RiskCom and Advisory Board as required.
- Define, maintain and mature the Information Security Strategy aligned to Technology Directorate and firm objectives.
- Establish governance mechanisms to ensure effective security oversight.
- Own annual review and update of Information Security Terms of Reference.
- Ensure security roles, responsibilities and training plans are defined and maintained.

Regulatory & Policy Oversight

- Own the Information Security Policy framework and supporting standards.
- Ensure mapping of regulatory and industry standards (e.g. GDPR, ISO 27001) to firm policies.
- Oversee annual policy attestation and compliance reporting.
- Lead audit readiness and regulatory engagement.

Risk & Assurance

- Ensure all information security risks are documented, escalated and managed appropriately.
- Oversee third-party security assessment programme (regulatory and client-driven).
- Provide executive-level reporting on security posture, risk exposure and compliance status.
- Maintain evidence framework demonstrating compliance and traceability.

Financial & Resource Management

- Support management of Information Security budget.
- Oversee business case development for security initiatives.

- Manage programme demand and prioritisation across the InfoSec portfolio.

Other

Comply with all relevant legal and regulatory obligations including the Solicitors Regulation Authority (SRA) Standards and Regulations, and Principles.

Person specification

- 8–12+ years in Information Security, with governance leadership experience.
- Strong knowledge of ISO 27001, GDPR, law firm or regulated professional services environment preferred.
- Experience presenting to executive committees.
- Strong commercial and financial awareness.
- Ability to operate at both strategic and tactical levels.

Contact

Ifra Ahmed

Talent Acquisition Senior Advisor

T: +44 (0)20 7203 5145

[charlesrussellspeechlys.com](https://www.charlesrussellspeechlys.com)

Charles Russell Speechlys LLP is a limited liability partnership registered in England and Wales, registered number OC311850, and is authorised and regulated by the Solicitors Regulation Authority (SRA number: 420625). Charles Russell Speechlys LLP is also licensed by the Qatar Financial Centre Authority in respect of its branch office in Doha, licensed by the Ministry of Justice and Islamic Affairs in respect of its branch office in Manama and registered in the Dubai International Financial Centre under number CL2511 and regulated by the Government of Dubai Legal Affairs Department in respect of its branch office in the DIFC. Charles Russell Speechlys LLP's branch office in Singapore is licensed as a foreign law practice under the Legal Profession Act (Cap. 161). Any reference to a partner in relation to Charles Russell Speechlys LLP is to a member of Charles Russell Speechlys LLP or an employee with equivalent standing and qualifications. A list of members and of non-members who are described as partners, is available for inspection at the registered office, 5 Fleet Place, London, EC4M 7RD. In Hong Kong, France, Luxembourg and Switzerland Charles Russell Speechlys provides legal services through locally regulated and managed partnerships or corporate entities. For a list of firms trading under the name of Charles Russell Speechlys, please visit <https://www.charlesrussellspeechlys.com/en/legal-notices/>.