

JOB DESCRIPTION
Managing Partner, Large Firm
(210 lawyers, 11 office locations)

Position Purpose

The Managing Partner (MP) is the primary steward in charge of developing and implementing the Firm's Strategic plan as well as fostering a one-firm culture throughout all offices; will lead by example and project the Firm's values to the larger legal community; and will develop a vision for the Firm's future and inspire the loyalty and participation of all firm employees in the implementation of this vision.

Specific Duties and Responsibilities

- Management – per the Firm's operating agreement, chair the Firm's Executive Committee (EC) and be known as the Chief Operating Officer (CEO). The MP will also supervise Department and Committee Chairs.
- Strategic Planning – develop and execute a strategic plan for the short and long-term futures of the Firm.
- Operations and Finance – responsible for all administrative and financial functions, capital expenditures, leases and long-term borrowing obligations.
- Profits – maintain or grow profitability over long term.
- Core Values/Morale – preserve and enhance core values and esprit de corps.
- Client Relationship Development - facilitate communication with significant clients and assist practice management with developing new relationships.
- Leadership Development – identify the next generation of firm leaders, ensuring they have ample opportunities to develop the requisite skill set and experience.
- Professional Development – continue learning and developing new skills, attend conferences and business leadership meetings, and develop a peer network with other firm leaders.

TheRemsenGroup

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The Managing Partner Forum

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Key Attributes of an Effective Managing Partner

- Honesty, integrity, visionary.
- Decisive yet a consensus builder and delegator.
- Trusted and respected throughout the Firm and legal community.
- Excellent interpersonal and human relations skills.
- Sets and communicates standards throughout the Firm, holding all accountable.
- Good listener and communicator.

September 2012