**Managing Attorney Job Description Template**

[Insert company name here] is an established and successful law firm specializing in [insert key areas of focus here]

We’re looking for a Managing Attorney to focus on providing direct legal representation in defensive [insert type of case] cases, applications for withholding of removal, and [insert further areas of representation].

### Roles & Responsibilities

Responsibilities include, but are not limited to:

* Oversees and manages active litigation and operational processes within regional states.
* Disseminates client and regulatory requirements and monitors trends in contested litigation.
* Makes client recommendations with regards to litigation or regulatory issues arising within regional states.
* Facilitates achievement of compliance goals and objectives.
* Assists attorneys in managing problematic litigation, counterclaims, and claims when necessary.
* Drive results as related to the achievement of monthly and quarterly financial expectations within all states of assigned region; take action within states where remediation or processes need improvement.
* Participates in weekly calls with the entire team.
* Develops highly effective teams through hiring, coaching, mentoring, and active succession planning; responsible for assigned employees adherence to audit, training, or other deadlines.
* Participates in other activities as assigned

### About you

* Minimum [insert number] years of defense experience
* Strong work ethic, excellent analytical skills, and high energy
* Must be committed to education, learning the law of numerous jurisdictions, teamwork, and the financial success of our organization
* Solid computer skills, including competence with Microsoft Outlook, Word, and Excel
* Commitment to exemplary customer service
* Ability to travel

### What you’ll get in return

The firm offers a generous benefits package along with compensation based on experience level and client orientation.

* Competitive compensation based on experience
* Medical insurance plan
* Dental insurance plan
* Vision insurance plan
* Contribution to life insurance plan
* 401k profit sharing
* Parking reimbursement
* Social, charity, and wellness events

To apply for the role or have a confidential discussion, contact us on [insert recruiter email address] or [insert recruiter phone number]