



Answers to Questions In-House Employers Should Ask Us

In-house lawyers provide the counseling, focus on legal issues, and serve to protect not just the company's assets, but the company's culture, purpose and pulse by understanding the business, responding to its needs and partnering with each member of the executive team and staff to provide counsel, advice and support.

While the use of specialists and outside counsel is not always completely eliminated as a result of having a strong legal department, the right in-house personnel will reduce the need for outside help and the associated costs.

Finding the right candidates to fill in-house positions requires expertise and first-hand knowledge. Law firms might have five, fifty, five hundred or more lawyers; a company's in-house department is significantly smaller. Each member of an in-house legal staff must be well versed in the company's issues and well suited to its culture and values.

What qualifies you to handle our search?

- **Effective communication.** We listen when you speak. We make a concerted effort to understand exactly what you want and that is precisely what we deliver.
- **Direct experience managing in-house legal departments.** We understand the dynamics of in-house legal departments. Our in-house search team is headed by an experienced lawyer with significant experience as the senior legal executive at full-service legal departments at several dynamic, high-profile companies.
- **Candidate network.** We maintain a vast network of candidates that enables us to uncover individuals most suited to join your organization. We understand how to communicate your requirements to the best of them to gain their interest.
- **Thorough preparation.** We are experienced at screening resumes and assuring that paperwork is complete. We obtain answers to the questions that must be addressed before presenting a candidate to you.
- **Consistency.** We do this all day, every day for highly regarded organizations like yours.

How will you comply with our very exacting hiring standards?

We operate on the premise that the search process is a partnership. Our role is to understand and respond to your needs. We achieve this on more than one level.

- **Knowledge of your organization.** We take the time to learn about your organization – the personalities, the culture and all of the things that make it special. Then we search for candidates that will be a good fit.
- **Evaluation and assessment.** We invest heavily in networking with attorneys in every practice area all over the world. We evaluate them through personal or phone interviews to understand them as professionals and as people. We learn what they want and then assess whether they are a proper match.

The candidates we work with are from top schools, world class organizations and top law firms. We are highly selective and send you candidates we believe are best suited to fill your positions.



Can you handle niche practice searches and specific geographic considerations?

Our outreach efforts and networking keep us in contact with attorneys all over the world in every legal practice specialty. We can find the best qualified candidates to meet your special needs faster than most.

What can we expect from your organization?

- **Productivity.** We are large enough to be able to consistently accommodate your needs. Many clients rely on us to maintain an ongoing search effort on their behalf.
- **Flexibility.** We work within your guidelines.
- **Fastidiousness.** We assure that all paper work is in order before we send it to you and that a law school transcript is included.
- **Communication.** We respect your time and communicate with you as scheduled.
- **Information.** We will keep you informed about the changing marketplace. Our constant communication efforts often enable us to spot trends and new directions before they become apparent to others. We are happy to pass this information along to you to help you stay ahead of the curve.

Credentials and Ethics

- **Confidentiality.** Everything about our relationship with your organization is kept in strictest confidence. No one knows you are looking.
- **References.** Our references are impeccable.
- **Ethics.** We subscribe to the NALSC Code of Ethics.

We are more than happy to meet with you to answer your questions and provide you with a thorough understanding of who we are and how we function. We welcome the opportunity to work together to achieve your goals.