Family Solicitor or Legal Executive

New Office Lead

Andrew Isaacs Law Ltd | *Because Your Family Matters*

LOCATION	Flexible across England, subject to agreement – opportunity to establish and lead a new office
HOURS	Full-time or part-time
WORKING ARRANGEMENTS	Flexible and to be agreed, having regard to the requirements of establishing and developing a new office
SALARY	Competitive and dependent on experience
WEBSITE	www.andrewisaacs.co.uk

An Opportunity to Establish and Lead a New Office

Andrew Isaacs Law is a growing specialist private family law firm with a strong reputation for providing practical, commercially aware and client-focused advice.

We are seeking an experienced and ambitious Family Solicitor or Legal Executive to establish and lead a new office in an agreed location under the Andrew Isaacs Law brand.

Candidates with more than eight years' relevant family law experience are preferred. Applications from other suitable candidates with less experience will also be considered where they can demonstrate the technical ability, commercial awareness, leadership potential and business-development skills required for the role.

Candidates must hold a current practising certificate or other appropriate regulatory authorisation and be authorised to carry on the reserved legal activities required for the role.

This opportunity is suited to a well-rounded family lawyer who combines strong technical ability and sound commercial judgment with the leadership skills and business-development focus required to build a successful local practice.

The successful candidate will benefit from the firm's established reputation, infrastructure and operational support while playing a significant role in shaping the development of the new office and its team.

A Family Firm Offering Genuine Support and Progression

> *Our guiding principle is "Because Your Family Matters". This applies not only to the families we represent but also to our colleagues and their families.*

The firm is owned by a brother, sister and the sister's husband. Although we have grown and opened additional offices, we have deliberately retained the personal, collaborative and supportive culture of a family business.

Our commitment to colleagues is demonstrated by our staff retention. Two members of our management team have worked within the firm or an associated group company for approximately 13 years, and several other colleagues have also been with us for many years.

We want people to build lasting careers with the firm and to know that their contribution, professional development and family responsibilities are genuinely valued.

The new office lead will be expected to support and strengthen this culture as the office grows, creating an environment in which colleagues collaborate, share knowledge and provide excellent service to clients.

Why Join Andrew Isaacs Law?

We recognise that moving firms and taking responsibility for developing a new office are significant career decisions. We therefore aim to provide more than simply a new caseload.

Subject to the terms agreed for the appointment, our benefits and opportunities include:

- the opportunity to establish, develop and lead a new office in an agreed location;
- the support of an established and respected specialist family law brand;
- administrative, compliance and operational support;
- central marketing and business-development support;
- access to colleagues across our existing offices with different areas of experience and particular strengths;
- competitive remuneration based on experience;
- full-time or part-time working arrangements;
- flexible start and finish times where operationally possible;
- the potential for agreed homeworking arrangements, subject to client, team and business requirements;
- regular file reviews and constructive professional support;
- opportunities to recruit, supervise and develop a local team;
- genuine opportunities for long-term career progression;
- potential eligibility for the firm's discretionary Associate Bonus Scheme;
- a paid birthday day off in addition to annual leave;
- Christmas office closure in addition to annual leave;
- the opportunity to accrue additional annual leave through length of service;
- a workplace pension;
- death-in-service cover;
- a health cash plan;
- access to a remote doctor 24 hours a day through the health cash plan;
- discretionary rewards recognising individual achievements; and
- inclusive staff and family social events.

We recognise that childcare arrangements can be particularly difficult during school holidays. Where client needs and the operational requirements of the firm permit, we are willing to consider agreed temporary adjustments to working hours.

A Genuine Family-Firm Culture

Our family culture is central to how we operate. Colleagues know one another, share their experience and provide practical support across teams and offices.

Our culture includes:

- colleagues having lunches together;
- summer social events;
- seasonal gifts, including Advent calendars and Easter eggs;
- discretionary rewards, which may include gift cards, recognising individual achievements;
- inclusive events for colleagues, their partners and children; and
- practical consideration of colleagues' family and childcare responsibilities.

At our most recent Christmas event, staff members, their partners and their children were invited to attend a pantomime together. These occasions reflect our aim to create a workplace in which colleagues and their families feel included and valued.

We have also supported members of our colleagues' families who have expressed a genuine interest in pursuing a career in family law. Where suitable opportunities have arisen and appointments have been made on merit, we have helped them identify and enrol on appropriate training courses.

This reflects our commitment to supporting families, encouraging the next generation and helping people develop long-term careers in family law.

The successful candidate will be expected to promote these values within the new office while maintaining the professional standards, commercial discipline and quality of client care associated with the Andrew Isaacs Law brand.

The Role

The successful candidate will take a leading role in establishing and developing a new office in a location agreed with the firm.

The role is expected to include:

- managing a varied and complex private family law caseload;
- advising on private children matters and financial remedy claims;
- advising on divorce, separation and cohabitation disputes;
- experience of Trusts of Land and Appointment of Trustees Act 1996 ("TOLATA") matters would be ideal but is not essential including handling claims up to and including the letter before claim stage, with conduct ordinarily transferring to a specialist within the firm if proceedings are required;
- advising on pre-nuptial agreements, post-nuptial agreements and separation agreements;
- advising on protective injunctions where appropriate;
- taking instructions from new and existing clients;
- providing clear, practical and commercially proportionate advice;
- drafting correspondence, statements, applications, agreements and other legal documents;
- conducting litigation and undertaking the other reserved legal activities required for the role;

- conducting negotiations with solicitors, other legal representatives and litigants in person;
- attending client meetings, conferences and court hearings where appropriate;
- exercising rights of audience where required and within the scope of the candidate's professional authorisation;
- instructing and working effectively with barristers and other experts;
- managing files and financial performance with minimal supervision;
- maintaining high standards of time recording, billing, costs management and regulatory compliance;
- developing a local referral network and professional profile;
- attending networking events and building relationships within the local community;
- supporting marketing and business-development initiatives;
- identifying opportunities for sustainable growth;
- contributing to decisions concerning the location, development and operation of the new office;
- recruiting, supervising and developing colleagues as the office grows;
- collaborating with colleagues across the firm's other offices; and
- contributing to the firm's wider strategy and continued growth.

About You

Applications are welcomed from:

- solicitors of England and Wales who hold a current practising certificate;
- CILEX Lawyers or Chartered Legal Executives who hold the practising rights and regulatory authorisations required for the role; and
- other appropriately qualified family lawyers who are authorised by an approved regulator to undertake the reserved legal activities required for the role.

Candidates should be able to demonstrate, at a level appropriate to their qualifications and experience:

- substantial practical experience of private family law;
- experience of private children and financial remedy matters;
- the ability to manage a varied and complex caseload with an appropriate level of supervision;
- the ability to take instructions, identify the relevant legal and practical issues and provide decisive, commercially proportionate advice;
- the professional authorisation required to carry on the reserved legal activities essential to the role;
- sound technical knowledge and practical judgment;
- a strong billing history and a clear understanding of the commercial requirements of private family law work;
- excellent client-care, communication and interpersonal skills;
- clear, accurate and persuasive drafting;
- confidence in conducting negotiations and dealing with challenging or sensitive matters;
- effective file management, time recording and financial discipline;
- the ability to manage priorities and meet deadlines;
- confidence using case-management systems and Microsoft Office;

- leadership potential and, where applicable, experience of supervising and developing colleagues;
- a collaborative approach and willingness to share knowledge across the firm;
- an established interest in networking, marketing and business development;
- the ability to build trusted relationships with clients, referrers and local professionals;
- the ambition to build a sustainable local practice and team; and
- a commitment to the firm's values, culture and long-term growth.

Developing the New Office

The location and development plan for the new office will be agreed with the successful candidate, taking account of:

- the candidate's existing professional network and local knowledge;
- the potential demand for specialist private family law services;
- opportunities to develop relationships with local referrers and professional contacts;
- the commercial viability and growth potential of the proposed location;
- the requirements of clients and the firm;
- appropriate premises and working arrangements; and
- the proposed recruitment and development of a local team.

The firm will provide central administrative, compliance, operational and marketing support. The successful candidate will be expected to take ownership of the office's local profile, client relationships, business development and day-to-day leadership.

The pace of recruitment and expansion will be determined by caseload, financial performance, client demand and the firm's wider business requirements.

Flexible and Homeworking Arrangements

Full-time and part-time applications will be considered. Flexible start and finish times may also be agreed, subject to client needs and the operational requirements of the new office and wider firm.

As this is an office-establishment and leadership role, the successful candidate will be expected to maintain an appropriate physical presence in the agreed location, particularly during the office's initial development and when recruiting or supervising colleagues.

The firm is open to discussing agreed homeworking days for work suited to focused remote working, such as drafting and file preparation.

Any homeworking arrangement will be considered on an individual basis.

Genuine Career Progression

We are committed to recognising hard work, sustained performance and contribution to the firm. Our approach to progression is practical rather than merely aspirational.

This position provides an opportunity for an experienced family lawyer to assume a visible leadership role within a growing specialist firm.

Depending on qualifications, performance and business requirements, the successful candidate may have the opportunity to:

- build and lead a local team;
- contribute to departmental and firm-wide strategy;
- support the professional development of colleagues;
- be considered for entry into the firm's discretionary Associate Bonus Scheme;
- progress through positions such as Associate, Senior Associate and Legal Director; and
- play a meaningful role in the firm's continued regional and national growth.

Progression and any associated remuneration or bonus arrangements will be considered by reference to sustained performance, client care, regulatory compliance, financial contribution, leadership, business development and contribution to the firm's culture.

Interested in an Informal Conversation?

Applications and confidential preliminary enquiries are welcomed. Candidates who would like to learn more about the opportunity before applying are invited to contact:

Arron Scott
Andrew Isaacs Law Ltd
Email: arron@andrewisaacs.co.uk

Alternatively, please send a CV with a brief summary of your family law experience, current position, availability and preferred working arrangements.

We are looking to move promptly for the right candidate.