

Come work with us!

We are not your average law firm.

At Stewart McKelvey, we **think: forward** in a typically traditional field to outperform the expectations of our clients – and our employees. Our team members are the force that drives our business toward a modern, diverse and innovative future.

Our goal is to invest in talent who contribute their diverse perspectives, ideas and experiences. At Stewart McKelvey, you are welcome to bring your whole unique self to work.

In return, we offer a culture that supports flexible work arrangements, mental & physical wellness, opportunities to continue to develop professionally and collaborate with others, and a competitive compensation and benefits package.

A few things in particular that we offer to our team include:

- Flexible work arrangements for many positions, including work from home options
- A generous paid time-off package including vacation time, sick time and “flex days”
- Group Retirement Plan with employer contribution matching
- A top rate flexible health and dental plan
- An annual wellness allowance, for a broad range of eligible expenses, such as fitness memberships and fees, fitness equipment, general health & wellness support, personal development courses, and home office expenses
- A “Dress for your Day” policy
- Assistance for continuing education
- Social events and staff retreats
- A positive and fun work environment where we value inclusion and mutual respect

If this sounds like a work environment you’d thrive in, we may have just the right opportunity for you!

We are currently seeking a **Manager, Lawyer Development** to join our Lawyer Development & Recruitment team. The successful candidate can be based in any of the Firm’s six offices in Nova Scotia, New Brunswick, Prince Edward Island, or Newfoundland & Labrador.

Type of Position: Full-Time, Permanent

Close Date: June 7, 2024

The Opportunity:

Stewart McKelvey's Lawyer Development & Recruitment department is growing!

The Manager, Lawyer Development, will report directly to the Director, Lawyer Development & Recruitment and will closely collaborate with other members of the Lawyer Development & Recruitment team. Their primary focus will be to manage and enhance the Firm's lawyer development initiatives by supporting the continuing education and advancement of Stewart McKelvey's lawyers in all practice areas, across the Firm's six offices.

The successful candidate will assist with identifying best practices for attracting, developing and retaining a diverse, productive and engaged lawyer workforce, as well as leading and managing process improvement initiatives focused on supporting lawyers in the development of sustainable practices.

The Manager, Lawyer Development will also play an integral role in the orientation and integration of new Associate lawyers to the Firm, as well as advising them in meeting and exceeding expectations related to competencies and benchmarks of practice (e.g., time management, timekeeping, workflow, productivity thresholds, diversification of practice, work sources, relationship-building, facilitating feedback delivery, etc.).

Additional responsibilities of the Manager, Lawyer Development will include participating in law student recruitment activities, planning various lawyer-related events, handling various types of employee relations issues, and other duties and projects as required.

If you have experience working in a fast-paced professional services environment, with a passion for project management, process improvement and leading change management, while also striving to create a co-operative and productive work environment, we want to hear from you! Our ideal candidate will also have a degree in a related field (LL.B. or J.D. preferred), with superior communication, facilitation and public speaking skills (both in one on one and group settings), and enjoys working as part of a team to approach and solve problems. Proficiency in MS Office is required. The ability to build professional relationships in a multi-office environment is also a necessary asset.

Salary Range: \$80,000 to \$110,000 annually*

**A number of factors are considered when determining a starting salary for our new team members, including length and depth of relevant work experience, skillset, and education & training. Our salary ranges are reviewed on an annual basis.*

Our Focus on Diversity, Equity & Inclusion:

We believe that diversity, equity & inclusion not only enhances the delivery of legal services to our clients, but also contributes to a better workplace for our team through the respected and valued input of diverse perspectives, ideas and experiences.

It is our mission to promote diversity, equity and inclusion throughout the Firm, to support the diversity initiatives of our clients, and to encourage greater inclusion in our communities through sponsorship and support.

During the recruitment process, applicants have the right to request an accommodation. Applicants invited to participate in an interview and who require an accommodation are encouraged to speak with a member of the recruitment team and discuss what we can do to better support them during this process.

Interested Candidates:

Interested candidates can apply [here](#).

*For security purposes, applicants are asked to submit their resume, cover letter and any other accompanying application documents in **PDF format**.*

We thank all applicants for their interest. However, only those selected for an interview will be contacted and any offer of employment will be conditional upon a satisfactory background check.