Bristows

The firm

Bristows is a market leading law firm with a global client base across our core sectors of Life Sciences and technology.

Despite being smaller in terms of overall size than our major magic circle competitors, the firm has maintained its position by the exceptional quality of our lawyers and the strength and depth of our scientific and legal expertise. We have an all equity partnership that has remained stable over many years.

To apply, please email your CV to **recruitment@bristows.com**

Please note: We are not accepting applications from uninstructed recruitment agencies. If an agency wishes to submit a CV, they should contact <u>Morwenna Scholes</u>, Head of HR.

The roles and candidate specification

We are looking for a mid-level associate to join the commercial IT team, one who will specialise in IT and outsourcing work as well as other types of technology-based transactions and matters the team undertakes.

The candidate should have:

- a strong academic background;
- around 3-5 years' solid experience of commercial IT transactions and outsourcing deals; and
- an interest in the issues and trends affecting the wider IT and technology sector.

Candidates should be accustomed to assuming a high level of responsibility on transactions. They should be able to demonstrate an enthusiasm for business development and the wider aspects of the role of an associate, such as knowledge management and, depending on level of seniority, the delegation to and management and mentoring of junior lawyers.

First rate, substantial legal skills and experience are essential, as is an enthusiasm for getting involved in our clients' sectors.

The candidates should be ambitious and self-motivated yet able to fit naturally into the distinctively collaborative, mutually supportive and friendly culture that exists at Bristows.

The candidates should have excellent interpersonal skills as the position will involve client contact and participation in business development activities, often in collaboration with lawyers in other teams at Bristows.

We are looking for lawyers who:

- are natural, down-to-earth, confident, at ease with people;
- are good team players, enjoy their work but do not take themselves too seriously;
- are articulate in writing and orally;
- can analyse complex factual and legal situations with a determination to get to the "bottom of things" and come up with sensible commercial solutions, own the drafting and negotiate the deal; and
- · can develop strong relationships with clients.

The Commercial IT team

This is an exciting opportunity to help the commercial IT practice in a unique firm with a prestigious platform of skills and clients; a firm that is performing well with a clear vision of where it is headed and the type of firm it wishes to be: a firm that is committed to delivering excellent client service and being financially successful (but not obsessed with profit targets), whilst also providing an enjoyable and civilised working environment for all.

Training & career progression

We have a clear published competency framework which details the expectations of all our legal staff from Trainees through to Partners. This forms the basis of the annual Development Review and also guides the Senior Associate promotions process which typically takes place at 6 years' PQE. The Patent Litigation team has not brought in a lateral partner in over 20 years so the focus is very much on developing home grown talent.

We aim to have a coaching culture with regular informal feedback to supplement the formal appraisal process. Mentoring schemes are available for fee earners while members of the HR team are able to provide personal coaching and guidance in non-legal and personal management skills.

Numerous opportunities exist for legal and non-legal training opportunities both within the firm and also externally and our Learning & Development team are on hand to advise on any additional needs or interests. Personal and professional development is much valued at all levels so we have a generous budget which enables us to meet most ad hoc requests for additional training. Many of the team have obtained their Higher Rights Certificate.

Our values & culture

With fewer than 300 staff and partners in total and one UK location, we are able to maintain a friendly atmosphere where everyone is able to get to know each other and many policies and practices can operate on a trust basis.

We are based in modern offices at Blackfriars and very much value face to face collaboration and the social element of working relationships. However, as we emerge from the Covid-19 pandemic, we have introduced a Remote Working Policy which encourages staff to work at home up to 50% of the time – we don't monitor attendance but simply ask that everyone spends on average across the year more time in the office than out of it. We provide a comprehensive home working set up including lap top, additional monitors, mouse, keyboard, headphone, chair etc as required plus a cash allowance to buy additional equipment such as a desk to ensure a safe and comfortable home working environment.

Our firm values, which we very much "live", are Ambition, Bravery, Curiosity and Friendliness. These underpin all that we do across both our client work and our internal strategic decision making. We are signatories to the Mindful Business Charter and take our commitment to staff welfare and work life balance very seriously – for example, partners will go the extra mile themselves to ensure that Associates are not disturbed while on Annual Leave.

None of our lawyers have billing targets which means we can focus on doing the best for our clients while also having the time and capacity to assist each other in a genuinely collaborative working culture. No one is competing for hours and everyone knows they can enjoy downtime when it arrives.

As we return to post Covid-19 activities our reputation as a fun firm that likes to get together will come to the fore again - there are numerous opportunities to socialise including monthly drinks, two firm wide parties each year and frequent team 'get togethers'. One of our teams even has a ski trip!

We have an active, partner-led Diversity & Inclusion group which runs awareness raising and educational initiatives in addition to ensuring that our policies and procedures remain inclusive. Our Charities Committee is equally busy and puts on a range of events from sporting to baking to our Christmas Craft Shop, all in aid of our Charity of the Year.

Our Wellbeing Programme is championed at partner level and is structured around the pillars of Physical, Mental, Financial and Community wellbeing with an annual programme of events, educational activities and support.

Reward & benefits

Our salary and bonus structure reflects our lack of billing targets and collaborative culture – we set salary bands for most levels of PQE and any bonus is paid as a simple percentage bonus across the whole firm. We have a flexible benefits package that is kept under regular review and is designed with the wellbeing of our staff and their families at its heart.

Diversity & inclusion

At Bristows we are committed to championing equality, diversity and inclusion for all, and we are a proud signatory of the Law Society's Diversity and Inclusion Charter. As a firm, and as individuals, we do all we can to treat people fairly and with mutual respect. This commitment enriches our work and our working lives and has played a key part in our success over the years. It is our policy to provide equal opportunities for all employees and job applicants in relation to recruitment, selection, pay, training, working conditions and promotion opportunities regardless of age, disability, gender, gender affirmation, marital or civil partnership status, pregnancy, race, religion or belief and sexual orientation. For more information about EDI policies and practices at the firm, please <u>see here.</u>

For more information on our firm values, see here.