

## UNCOMMON LEGAL PRODUCTION POLICIES, PROCEDURES & SYSTEMS

### PRODUCTION: HIRING

AD FOR Senior associate/Oracle  
TEMPLATE

Created: 2017.02.13

Revised: 2017.08.09

Owner: Owner, Firm Administrator

## We're Hiring: Senior Associate



CONTEMPORARY LAW FIRM SERVING CREATIVE ENTREPRENEURS SEEKING LEGAL NERD/GENIUS

**The Opportunity:** Uncommon Legal, P.A. is hiring a full-time senior associate We are a growing creative business and intellectual property law firm in St. Petersburg, Florida whose mission is to help entrepreneurs, creatives, and professionals liberate themselves from unseen legal traps so they can do what they love. The Uncommon Legal Team serves as outsourced general counsel (OGC) for our clients with the goal of providing them with a 3 to 5 times ROI on our fees, as demonstrated by the amount of “real cash money” we have helped them make or save each quarter. Our cases involve business transactions and litigation, trade secret and intellectual property protection, employment transactions and litigation, internet privacy and technology breaches, digital marketing law; business valuation and franchising, and

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development of risk and compliance controls systems. Our goal is to provide the same top-tier legal services historically enjoyed only by mega-corporations to entrepreneurs, professionals, and creatives.

The Senior Associate (aka Legal Nerd aka Legal Genius) will oversee a growing caseload of creative and business transactional and litigation matters; draft pleadings, motions, contracts, bylaws, and operating agreements; propound, review, and respond to discovery; take and defend depositions; manage resources and ensure deadlines are met; and collaborate with the Managing Attorney, Fierce Litigation Attorney, Hotshot Office Assistant, and Practically Perfect Paralegal (Yes, you should be a little intimidated. The UL team is the real deal.) From time to time as the firm grows, the Senior Associate (like all members of the team) may be responsible for filling in for non-attorney team members.

**Qualifications:** The job requires 4-6 years of relevant business and employment law experience (intellectual property experience is a plus); excellent writing, research, and editing skills; a sharp legal mind; and high-level organizational skills. We don't simply want someone who can tell us in an interview he or she is an incredible drafter, legal genius, and organizational prodigy, but rather, someone who can prove to us he or she has these traits and is disciplined and methodical about applying them. The abilities to produce excellent written work consistently, quickly, and efficiently; and to work collaboratively with lawyers and nonlawyers alike are essential parts of the job.

The most important qualifications are that you (1) understand the importance of delivering an incredible client experience, (2) have a true passion for legal research and writing, (3) possess a proficiency for legal problem-solving, (4) know you are a grammar geek, (6) love learning, and (7) feel confident you can live up to your office nickname, which will be "The Oracle."

Our creatives and professional business clients usually call us with serious or frustrating matters, so we expect you to be the calming voice of reason when necessary. We need your communication—oral and written—to be enthusiastic and positive, as well as refined and precise. Lawyers who spend (or would like to

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spend) their free time on creative pursuits like theatre, writing poetry, or playing in a band would probably dig this gig. If you think of yourself as slightly social awkward, we think that is a plus. (Total disdain for humanity is a minus.) The ideal candidate must be protective of our clients, our staff, and have good intuition. We are looking for someone who is self-contained and emotionally mature. If drama seems to follow you wherever you go, you need not apply.

If you have been or want to be a trial jockey, this is not the job for you. When we say, we want a legal nerd/genius, we mean it. This is not a stepping-stone job. We need someone whose goal is to be the go-to lawyer in his or her office for legal problem-solving, who loves the idea of being on the ground floor of a contemporary law firm, and appreciates being rewarded on a regular basis for based on clear objectives, including increasing the firm's bottom line.

Our firm handles misappropriation of trade secret, enforcement of non-compete agreement, and copyright and trademark infringement cases that have an enormous impact on our clients' bottom lines and professional reputations. Confidentiality and discretion are conditions of employment.

**Desired start date:** October 1, 2017. The position comes with a \$45-\$50K annual salary plus generous quarterly (that's right—quarterly) bonuses based on clear, definitive and achievable goals, as well as the firm's profits. Based on our bonus structure, the ideal person should make \$70 to \$85K the first year. Annual increases will be based upon your contributions to the firm's profitability.

**How to apply:** Please submit your resume and cover letter to [hello@uncommonlegal.com](mailto:hello@uncommonlegal.com) by following these instructions:

In the subject line of your email, please type the first 3 letters of your first name followed by the first 3 letters of your last name. Leave no spaces between these 6 letters.

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Capitalize the 1st and 4th letters. Following this 6-letter code, leave one space, then enter the following three words exactly as they appear: Senior Associate app [Example: the email subject line for applicant Jane Smith would be JanSmi Senior Associate app].

Please address your cover letter to our Managing Attorney (first and last name); strip all metadata from your resume; and password protect your resume with the following password: "lagelnommocnu." No calls or paper applications will be accepted. Only applications submitted by email will be considered. You will be evaluated initially on your ability to follow instructions. We look forward to hearing from you!

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