



Job Posting

Company	Job Title	Location
Robins Appleby LLP	Managing Director	Financial District, Toronto, Ontario Canada
Job Function (Select up to 3)		Employment Type
Finance, Human Resources, Information Technology		Full-time
Company Industry (Select up to 3)		Seniority Level
Legal Services		Executive

Job Description

Robins Appleby LLP is a downtown Toronto business law firm of 30 lawyers and a total of 80 people that provides sophisticated advice in its four core practice areas - corporate, real estate, litigation, and tax & estates.

To support its continued growth, Robins Appleby LLP has created the new position of Managing Director.

Reporting to the Management Committee, the Managing Director will be responsible for helping to build a robust platform to support the future growth of the legal practice of the Firm. You will operate across a broad spectrum of operational functions, including financial, human resources, administrative, and information technology. This position will directly oversee a team of Directors and staff in each of the areas who are involved in the day-to-day operations of these functions.

As Managing Director, you will:

- Work with the Firm's Management Committee and external accountants, to manage and oversee all financial and business planning functions,
- With the support of your team and the Management Committee, deliver on the Firm's vision and core values through the effective management of its staff,
- Ensure the Firm's infrastructure provides the support required by the lawyers to deliver exceptional client service, and



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- Work with the Management Committee and outside consultants to support the current information technology and recommend the implementation of best practices information technology and financial management systems that support the practice of law and the Firm's business operation.

In addition to the oversight and direction of the Firm's operational functions, the Managing Director will help identify and assess opportunities to build and enhance the Firm's legal practice and its established brand, both within and outside its current market through the leveraging of existing core strengths.

The successful candidate will have previous experience in the management of a professional services firm, preferably with a law firm.

If you believe you have the mind, skillset, and experience to succeed in this role, please submit a cover letter supporting your qualifications along with your resume and your compensation expectations to searchcommittee@appliedstrategies.ca.

No recruiting firms, please.

Add skill keywords to make your job more visible to the right candidates (Select up to 10)

Management

Communication

Organizational Leadership

Cross-functional Team Leadership

Change Management

Analytical Skills

Collaborative Problem-Solving

Interpersonal Skills

Performance Management

Trusting Relationships

Direct Resume to

searchcommittee@appliedstrategies.ca