

LITIGATION & ETHICS ASSOCIATE

FLSA: Exempt

About Us

We are a boutique firm with a focused practice representing lawyers and law firms in high-stakes matters and complex disputes. Our team advises on a range of issues including risk management, law firm separations and mergers, fee disputes, conflicts of interest, and malpractice and disciplinary defense. We are known for our thoughtful advocacy and our commitment to excellence - with a culture that values collaboration, mentorship, and professional development.

The Opportunity

We're seeking a motivated associate with 5+ years of litigation experience to join our growing professional liability team. Prior experience in attorney disciplinary matters and/or legal malpractice claims is a plus but not required.

What You'll Do

- Analyze ethics issues and draft clear, well-supported advice letters
- Represent lawyers and law firms in litigation, including dispositive motions practice, discovery, depositions, hearings and trial
- Draft pleadings, motions, and client communications
- Engage with client to provide strategic advice and practical recommendations
- Collaborate closely with team members in a supportive environment

What We're looking For

- J.D. from an accredited law school
- Licensed and in good standing in Maryland (additional bar admissions a plus)
- Minimum of 5 years of litigation experience (experience with attorney disciplinary matters or legal malpractice preferred)
- Excellent writing, research, and analytical skills, with a commitment to learning
- Strong organizational and time management capabilities
- Interested in developing expertise in legal ethics

Bonus Points If You Have

- Prior experience representing lawyers or law firms
- A deep understanding of the Rules of Professional Conduct
- A proactive mindset and an interest in mentoring and team-building
- A calm, focused approach to high-stakes work

Salary and Benefits

We offer a competitive salary commensurate with experience, along with a flexible work environment, meaningful client contact, and the support to grow your practice. Hybrid and remote arrangements are available for the right candidate. See details below:

SALARY RANGE: \$160,000 - \$185,000

BENEFITS:

- Health Insurance
- Dental insurance
- Vision insurance
- Life & Disability insurance
- Firm Paid Parking
- Firm Paid Holidays
- 401k w/Employer Match
- Parental Leave
- Health Savings Account w/monthly Employer Contribution
- Gym Access
- Bonus Eligibility

JOB TYPE: Full-time

WORK SETTING: Hybrid with in-person/remote options available