

## MANAGING PARTNER JOB DESCRIPTION

1. Provides **leadership**. Has the ability to convince himself/herself and others to believe almost anything with a mix of charm, charisma, bravado, appeasement and persistence. Gets people to follow. This trait has been referred to as the Reality Distortion Field.
2. The firm's chief executive officer. **Assembles a management team** that, depending upon the firm's size, may include: COO/firm administrator, marketing director, HR director, practice group leaders and department heads.
3. The firm's **visionary**; always thinking about the firm's direction and what needs to be done; the firm's champion for strategic planning, especially implementation. Makes sure that good news spreads through the organization like the speed of light.
4. Ensures that the firm focuses on **growth**. The MP doesn't need to be the firm's rainmaker, but he/she plays a major role in coordinating the firm's overall marketing efforts and ensures a sufficient amount of practice development activity.
5. Creates a cultural environment that helps the firm **attract, retain and develop people**.
6. Plays a major, continuing role in making the firm a great place to work; dealing with human relations at all levels. Is continuously involved in people problems.
7. Deals with **partner issues** of all kinds, including partner relations, teamwork, conflict resolution, coaching and mentoring (of partners). The MP understands that "as the partners go, so goes the firm."
8. Establishes a means of partner **accountability**. Deals with partners who have the attitude "there isn't a rule invented in this firm that I can't break." Works with partners to create **SMART goals** and clarifying what their roles and expectations are AND counsels the partners on how to achieve all of this. Includes monitoring progress throughout the year.
9. Promotes the firm's culture and gets all personnel, especially the partners, to live and breathe the firm's **core values**.
10. Responsible for achieving the firm's **profitability** goals and constantly monitoring progress towards those targets.
11. Administers the firm's **partner compensation** system, either as chair of a compensation committee or by him/herself.
12. Gets **decisions** made promptly.
13. Addresses **succession planning** issues on a continuous basis. This includes making sure that the firm has effective programs in place to continuously **develop new leaders**.