

Pro bono lawyer for Continental Europe (based in Madrid)

Hogan Lovells is one of the leading global law firms. Our distinctive market position is founded on our exceptional breadth of our practice, on deep industry knowledge, and on our 'one team' global approach. Hogan Lovells has over 50 offices in Asia, Europe, Latin America, the Middle East, and the United States. With a presence in the world's major financial and commercial markets, we are well placed to provide excellent business-oriented advice to our clients locally and internationally. Our people are the key to our success, which is why we seek to recruit and retain the most talented individuals in all regions of our global practice.

The **Pro Bono Practice** of Hogan Lovells is one of the leading programs in Europe. It has a strong reputation for delivering outcomes for the communities in which the firm operates.

We are looking for an **experienced Pro bono lawyer** to assist with the co-ordination and implementation of the firm's pro bono policy in Continental Europe, based in our Madrid office.

1. POSITION

Location: Our Madrid office (focusing on 14 offices across CE)

Reporting: Pro Bono Director (based in London) and COO CE

Team: The new team member will be assigned to the Pro Bono Team, working in close cooperation with the pro bono liaison partners for Continental Europe and members of the firm from all areas of the business, as well as external stakeholders, to ensure that Hogan Lovells continues to deliver a pro bono program that meets the legal needs of the community and the business.

2. MAJOR RESPONSIBILITIES AND TASK

Assist the Pro Bono Director and Pro Bono Liaison partners with the co-ordination and development of the pro bono program in Continental Europe. This includes the following activities:

- (a) Providing legal advice on pro bono matters
- (b) Liaising with charity partners and the internal practice head to develop pro bono opportunities for members of the firm that achieves a measurable impact for our clients
- (c) Working with the firm's clients on collaborative pro bono work
- (d) Managing pro bono matter registration and compliance issues
- (e) Maintaining the database to keep up-to-date records of all pro bono activity
- (f) Working with the International Pro Bono team to organise internal recruitment events for new and existing volunteer projects
- (g) Assisting with preparation of internal/external marketing
- (h) Raising the profile of the pro bono scheme, internally and externally, to increase awareness, participation and impact

3. PROFESSIONAL PROFILE REQUIRED

- Pro bono lawyer with minimum 4 years of experience in a legal firm, pro bono consultancy or NGO
- Fluent in English and Spanish. German or French will be valued
- Experience in rendering pro bono advice. Experience in managing pro bono events and projects will also be valued
- Proven track record of managing this area
- Good negotiator
- Good understanding of working in a client-facing role
- Effective and fluent presenter
- Problem-solving as well as creative aptitudes

Candidates should send their CV in English and Spanish together with a letter of motivation to:

Hogan Lovells Human Resources

Reference: **Pro bono lawyer**

Email: rrhh.madrid@hoganlovells.com

It is the policy of Hogan Lovells to provide equal opportunities for all employees in relation to recruitment, training and promotion. Decisions in these areas will be made only by reference to the requirements of the job and shall not be influenced by any consideration of ethnic origin, religion, sex, age, sexual orientation or disability.