Effective legal operations help organizations navigate a complicated and evolving legal market.

**KEY PILLARS OF SUCCESSFUL LEGAL OPERATIONS**

- **Financial/Expense Management**: Maintain financial integrity by managing budgets, monitoring and approving expenses and focusing on value additive initiatives.
- **Vendor Management**: Negotiate contracts, manage relationships and ensure timely service delivery with vendors and service providers.
- **Talent Management and Development**: Manage headcount, monitor talent pipeline and development.
- **Technology and Innovation**: Define needs of the department, leverage existing internal tools, define requirements for development of internal and external technical solutions.
- **Capacity/Resource Planning**: Help define structure of the department, reallocate or requisition resources as necessary.
- **Governance**: Policies and procedures, committee structures, escalation.
- **Communication and Connectivity**: Centralized and consistent messaging, transparency. Intersection point for HR, Finance, IT and Administration resources.
- **Management Information, Data and Trend Analysis**: Condensed reports on all aspects of the operations of the department. Review and analyze metrics to help drive decision making and risk management.
- **Risk Management**: Compliance with firm and department policies, audits and regulations.
- **Project Management and Process Improvement**: Identify, define, manage and continuously improve projects, initiatives, investments and department processes.
- **Strategic Planning**: Develop long term and phased actions to drive the business forward.
- **Collaboration**: Bring internal and external resources together to drive a common goal.

At Goodwin, we partner with our clients to practice law with integrity, ingenuity, agility and ambition. Our 1,000-plus lawyers across the United States, Europe and Asia excel at complex transactions, high-stakes litigation and world-class advisory services in the technology, life sciences, real estate, private equity, and financial industries. Our unique combination of deep experience serving both the innovators and investors in a rapidly-changing, technology-driven economy sets us apart.

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