

Jobs Board

Contributed by Sean Hocking
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ASIA PACIFIC

AUSTRALIA

- Knowledge Management Lawyer – Sydney

CANADA

MIDDLE EAST & AFRICA

- Legal Team Leaders - Israel

NEW ZEALAND

UK / EUROPE

- Knowledge Management Assistant - London

USA

- Head Of Reference, Major Law Firm New York
- Legal Information Analyst, Law Library of Congress
- Knowledge Management Specialist (Property Group) New York
- Knowledge Management Attorney/Specialist - Corporate and Securities
- Litigation Knowledge Management Coordinator Wilson Sonsini Palo Alto
- Information & Knowledge Analyst
- Web Content Coordinator/Sharepoint Specialist Ropes & Gray Boston
- Manager of Research Services - Philadelphia

ASIA PACIFIC

AUSTRALIA

Sydney

Knowledge Management Lawyer

This is a rare opportunity to join Sydney's premier top tier practice as a KM lawyer. This will ideally suit an individual seeking to expand upon their current KM experience, a lawyer desirous of moving away from practice or an individual from a legal publishing background. The role is 3 days per week and there is some flexibility in terms of work hours.

The successful applicant will work in the IP/ Communications, Media and Technology team. Duties will consist of the following: collaboration with the practice group to ensure any management plans implemented are carried out in a timely manner. Survey legal practitioners in the group regularly in order to capture new documentation and know-how generated by these practitioners. Familiarise lawyers with available resources and continue to improve and develop as and when necessary. Facilitate the creation and maintenance of group's intranet sites. In addition, ensure that all standard precedents comply with the firm's drafting style. Undertake research of legal literature and other legal alert services to provide current awareness to the practice group. Provide training assistance in relation to searching for precedents, drafting and general Style Manual compliance issues. Special project work as directed by KM Manager IP/IT experience in a large firm is required in order to be considered for this role. The successful applicant will also possess strong legal skills and superior writing abilities coupled with a client service focus.

Reference: Mahlab

<http://www.mahlab.com.au/index.cfm?pageID=70&jobid=8336&>