**Associate Attorney**

Under the supervision of the Senior Associate General Counsel, the attorney will work on various contractual, transactional and regulatory matters. This is a position for an attorney with 0-3 years of experience.

**As an Associate Attorney, you will:**

* Work with team of attorneys handling contract, securities and corporate matters.
* Prepare, review and negotiate various types of contracts, including non-disclosure agreements, software and other IT contracts, leases, service agreements, other vendor contracts, contracts with clients, and internal agreements between Baird Financial Advisors.
* Develop and revise various client forms and disclosures.
* Assist Legal team members in advising and working with Baird businesses, including Private Wealth Management and Public Finance, and Baird corporate resource units, including Operations, Human Resources, Finance and Compliance.
* Conduct research, analysis and other assistance on various securities and other legal topics and projects.
* Develop deeper understanding of securities laws.
* Perform other duties as assigned.

**What makes this opportunity great:**

* Opportunity to learn complex businesses while providing practical solutions to resolving legal issues.
* Very engaging team and business partners.
* Ability to work with a variety of teams and leaders, proving your ability to be flexible and highly adaptable.
* Unique culture that values diverse backgrounds and perspectives while emphasizing teamwork and a strong sense of partnership.

**What we look for:**

* Graduation from law school in top 50% and relevant course work in law school.
* Experience working for law firm or in-house legal department.
* Experience in drafting, reviewing and negotiating commercial contracts and analyzing related legal issues.
* Experience or familiarity with securities laws, particularly legal issues relating to broker-dealer and investment advisory businesses.
* Intellectual ability to develop broad legal experience.
* Strong research and analytical talents.
* Excellent written and verbal communication skills.
* Proficient use of computers and various applications (e.g., Word, Excel, PowerPoint)
* Strong organization skills and the ability to handle and prioritize multiple tasks at any given time.
* Ability to work collaboratively and effectively with other team members and business managers.
* Maturity and dependability to work productively and independently.
* Positive attitude, team player and ability to work well with others.

**Who we are:**

Baird is an employee owned, international wealth management, capital markets, private equity and asset management firm with more than 100 offices in the United States, Europe and Asia. Established in 1919, Baird has more than $171 billion in client assets and over 3,300 associates serving the needs of individual, corporate, institutional and municipal clients.

Baird has built an environment of trust, respect and teamwork, where associates are our greatest asset. Committed to being a great place to work, Baird was ranked on the *Fortune* Magazine Top 100 Best Companies to Work For in 2018, its fifteenth consecutive year on the list. To learn more about Baird’s culture, click [here.](https://www.youtube.com/user/RobertWBaird)

**Contact**

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***INSIGHTS:*** *I Lead with* ***Blue*** *and* ***Green***

