

Investment funds – Junior associate position

<p>Job title Junior associate</p> <p>Reporting to Tiana Rambatomanga, Partner, Investment funds</p>	<p>Department Investment funds</p> <p>Location Stephenson Harwood - Paris</p>
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About the firm



170+
Partners



1000+
People worldwide



10
Offices

Stephenson Harwood is a law firm (headquarters in London) where our people are committed to achieving the goals of our clients - listed and private companies, institutions and individuals. Our diverse mix of expertise and culture results in a combination of deep local insight and the capability to provide a seamless international service.

Our experience encompasses corporate, commercial litigation and arbitration, employment and pensions, finance, marine and international trade and real estate.

We assemble teams of bright thinkers to match our clients' needs and give the right advice from the right person at the right time. Dedicating the highest calibre of legal talent to overcome the most complex issues, we deliver pragmatic, expert advice that is set squarely in the real world.

Stephenson Harwood is fully committed to ensuring that all employees are treated fairly and with dignity and respect and has built a culture that values meritocracy, openness, fairness and transparency. The firm values individuality and recognises the benefits of having a diverse workforce.

Our values



Individuality

We encourage creativity and develop talent.



Commitment

To be the best and deliver the highest standard.



Teamwork

We work together to build close, long-term relationships



Straight talking

We say what we mean and do what we say.

These values express the personality of our firm. They are the behaviours we encourage in our people and the standards which inform our decisions and actions.

Our vision to 2021

To be a successful, independent firm, where talented people work together in an entrepreneurial environment, building long term client relationships.

This vision is about who we want to be. It is as much about our values as about our character – the attributes we want to see from all of our people. It also reflects the importance of remaining independent - a clear sign that we are confident in our own future.

About the Paris office

You will be based in the Paris office - 48 people – 9 Partners & 17 Associates. From its prominent position in banking and asset finance, the office has developed its capabilities in the areas of corporate, investment funds, real estate and tax law and offers a litigation practice with particular expertise in insurance and the African region.

Team structure

- 1 Partner
- 1 Associate
- 1 Trainee

Main responsibilities

The role is to be a junior associate in our investment funds team in the Paris office.

Our team specialises in the structuring of general (LBO funds, mezzanine funds, venture capital funds, funds of funds, secondary funds) and sector-based French and pan-European private equity and credit investment funds.

We also act for French and foreign institutional investors in relation to their investments in French and foreign funds.

We advise investment teams, portfolio managers, sponsors throughout their business development (LP investments, co-investments, joint-venture, club-deals, spin-offs, creation and approval/acquisition of French approved management companies).

The culture of the team is informal and supportive; we are aiming to do work of the highest quality, but in an environment which is relaxed and markedly different to the “deal factories” which some of the largest firms have become. The firm gets an excellent reputation internally for the quality of the trainee seats that it offers, and has recently successfully recruited trainees into the different teams.

Experience and qualifications

- Qualified lawyer (or in the process of)
- Excellent academic and professional qualifications
- Experience in an international law firm, in a portfolio manager company or in a regulated institutional investor
- General regulatory, finance, capital markets or corporate experience is required.
- Experience in investment funds would be appreciated but is not mandatory

Skills and attributes required

- Excellent drafting and oral skills in English
- Enthusiasm for business development and commercial awareness
- Ability and desire to work within a growing team
- Ability to acquire, consolidate and apply fundamental and up-to-date knowledge of the law
- Team spirit
- Accuracy and attention to detail
- Organised and able to work to strict deadlines with the ability to prioritise realistically

- Good housekeeping/file management practices; manages and records time promptly and accurately
- Resilient with the ability to handle set-backs and pressure
- Cooperative and collaborative in approach and is able to develop excellent working relationships at all levels and roles, including with the other practice groups
- Ability to operate professionally and proactively at all times
- Active participant in self-development
- Exhibits an understanding of the Firm's position in the market and how it distinguishes its services from its competitors

This job description is indicative only and does not represent an exhaustive list of responsibilities. The firm reserves the right to alter or change the responsibilities at any time, in line with the firm's strategy and business needs.