

# O'Donnell Lee Attorney Recruiting

O'Donnell Lee, P.A. is a general practice law firm with an established clientele and sound reputation. We seek to expand our team of attorneys to better serve our existing clients and to develop new ones. Adding lawyers at this time is also part of our strategic plan for the next 10 to 15 years of the Firm. There is still one position available.

## **PRACTICE AREAS:**

This position will focus on the following areas of practice or a combination thereof:

- Estate Planning, Elder Law, and Probate
  
- Conflict resolution, negotiation, and litigation practice in various areas, including Divorce and Family Matters, Commercial and Real Estate litigation; Employment-related litigation; Probate litigation and Protective Proceedings; Forcible Entry and Detainer (Evictions), and Criminal Defense
  
- Possibly Municipal Law

## **FIRM CULTURE:**

We maintain a friendly, fun, supportive environment, while working on the serious matters of our clients and community. Our close-knit firm prioritizes a healthy work-life balance for attorneys and staff, and prides itself on offering responsive, exceptional legal services to our clients. The senior attorneys are down-to-earth, enthusiastic mentors, anxious to share their knowledge and act as an ongoing resource. We know that there is a wide range of choices for lawyer positions advertised in Maine at this time. What makes us confident we are a better choice than those other opportunities? We can confidently say, "our people." Both our attorneys and our staff are dedicated people with high standards, but we don't take ourselves too seriously. Cooperation and good humor ensure that we remain a cohesive team unified against challenges coming from our work and not from each other.

O'Donnell Lee is more than just a law firm, we are members of the community. As such our attorneys are expected to take on non-billable work serving on non-profit boards and/or volunteering with organizations of their choice to develop connections and a presence within the Waterville community and/or that of surrounding towns. Central Maine's population is still small enough that we or our family members regularly greet our clients and their family at school, the grocery store, church, restaurants, and recreational events.

## **SALARY AND BENEFITS:**

The salary for the available positions begins at \$70,000 per year for attorneys with little to no experience and increasing depending on years of experience and whether it is in the same field that the hiree will be working in. Attorney positions usually include some form of performance bonus or structured profit-sharing. Salary is especially negotiable for mid-career lawyers with an existing book of business.

New employees start with two weeks paid vacation and gain another day for each year of employment, up to a maximum of four weeks (20 days) per year. In addition, we have paid holidays for all of the federal holidays (including the recent Juneteenth), the regional Patriots' Day holiday, and the Friday after Thanksgiving. We afford paid sick leave with no specific allotments, the honor system having served us well since 1997.

O'Donnell Lee also affords a cafeteria plan, contributing an additional percentage of an employee's salary to be used on our group health insurance options (including one HSA plan), vision insurance, flexible spending account, or cash withdrawal (reduced by taxes).

We also offer a SIMPLE IRA retirement plan with employer match after a prerequisite period of employment.

O'Donnell Lee pays for attorneys' bar dues and continuing legal education expenses.

There is also a lot of free food, cookies, and candy.

## **APPLICANTS:**

A successful applicant will be an excellent communicator, even-tempered, analytical, attentive to detail, career-minded, and have a healthy sense of humor. You are the right fit for this Firm if you are dedicated to being an expert in your field, inquisitive, and have an innate urge to solve problems and help others. For our litigation position, a competitive spirit is also desirable.

We prefer candidates who are committed to working in our Waterville offices for the long term, and who will live in Waterville or surrounding towns within a 20-30 minute drive. Partial hybrid work arrangements can be possible depending on the attorney's practice area, experience, and length of service with the Firm. All lawyer positions have the potential to become a partner in the firm once they have sufficiently developed their practice and client base, and demonstrated dedication and investment in the administrative workings of the Firm. Applicants of all experience levels will be considered and all inquiries will be treated confidentially. Cover letters or emails should express the preferred area of practice, if any.

### Applicants From Out of State and Graduating Law Students:

Lawyers who are already members of the Maine bar are preferred, since the time period to begin employment and productivity is much shorter. However, due to the demographics of Maine's population and the state bar, we realize that our Firm, and the bar as a whole, likely needs to

bring in attorneys from out of state to meet legal service needs in Maine, now and for the future. For out of state lawyers, even admission by motion can take as long as six to nine months. For an applicant with the right credentials and personality, we are willing to cooperate to develop an effective way to assist in relocation, and possibly remote work and paralegal status work, pending admission to the bar. The feasibility of pre-admission work is largely dependent on the area of practice.

Out-of-State estate planning and probate lawyers with Florida licensure are particularly encouraged to apply.

**CONTACT:**

You may apply through our ad on Indeed.com or by emailing a resume and cover email or letter to [tom@watervillelaw.com](mailto:tom@watervillelaw.com).