

Quality of Life Suggestions Conveyed by Young Lawyers Across Florida

Billable Hours and Workload

- Clearly conveying to associates a formal minimum of billable hours, including pro bono hours
- Clearly stated assignments and an even distribution of assignments (i.e. placing one partner or administrator in charge of assignment distribution)
- Part Time and/or Flex Time
- Allowing associates to forecast a timetable for assignment completion after taking assigning partners' deadlines into consideration
- When awarding bonuses, focus on quality of work along with billable hours
- Making salary commensurate with work performance.

Firm Provided Services and Aid

- Form a committee to propose and enact quality of life concerns
- Firm supplied technology (i.e. Laptops, mobile phone plans, PDAs, and home facsimile machines)
- Firm supplied transportation
- Maternity/Paternity Leave
- Emergency child care leave
- Forming support group(s) for associates with children
- Medical/Dental coverage plans
- Encouraging associates to take stock in their health (i.e. offer memberships to fitness centers, provide healthy snacks at the office, establishing liberal leave policies for health issues, and/or providing other health related benefits)
- Organizing firm breakfasts, lunches, and/or retreats where all members could introduce quality of life concerns, fulfill CLE requirements through firm sponsored CLE, or simply foster camaraderie

Firm Environment

- Establishing mentoring program (i.e. assigning associates to a partner for guidance and offering training for new associates)
- Establishing an open door policy if mentoring program is not feasible
- Providing feedback and increased supervision which results in a higher quality work-product (i.e. training associates to become more efficient with their time)
- Defining the process to partnership and creating a formal evaluation system for associates to address partnership potential
- Ensuring that the firm policies and modifications thereto are clearly and openly conveyed to associates
- Adopting a casual dress code under certain circumstances
- Encouraging associates to utilize their vacation time, or compensating them if they choose not to do so
- Encouraging associates to get involved in Bar activities and community affairs