

EMPLOYMENT OPPORTUNITY

Practice Area(s): **Estate, Trust, and Probate Attorney**
Available Positions: Associate or “Of Counsel”
Exempt Status: Full-Time Exempt

About Neumiller & Beardslee

Neumiller & Beardslee, A Professional Corporation traces its roots to the partnership of Ashley & Neumiller founded in 1903. For more than 120 years, Neumiller & Beardslee has been among the largest and most-respected private law firms in San Joaquin County. Our firm has been instrumental in advising on some of the biggest projects in our region, from the formation of the Altamont Corridor Express commuter train system to the construction of the New Melones Dam. Neumiller & Beardslee represents hundreds of clients in a variety of legal practice areas, ranging from civil, trust, and probate litigation to the representation of cities, special districts, and common interest developments in land use and administrative matters to advising and representing employers and employees in all aspects of labor and employment law, and more. For our clients, we strive to provide legal representation at a level of quality that is the equal of any Bay Area or Sacramento law firm at Central Valley rates. For our attorneys and staff, we provide competitive salaries, comprehensive benefits (including health, dental, vision, and life insurance and a 401k plan with employer matching contributions), and a collegial work environment with flexible physical-office presence and family-friendly billing expectations. We invest in our employees for the long term and we provide a speedier path to ownership than is offered at competing firms. We are looking for talented attorneys with the highest ethical standards that want to build careers serving San Joaquin County and our surrounding communities. We welcome applicants of all backgrounds to whom that description applies that are interested in helping our firm grow into the future.

Position Summary and Typical Responsibilities

Estate planning attorneys counsel clients on strategies to manage and distribute their assets in the event of death or incapacity and prepare trusts and other instruments to effectuate their clients’ estate planning. Responsibilities may include, without limitation:

- Providing legal advice to individuals and families on a wide range of estate planning and tax strategies;
- Drafting trusts, wills, advance health care directives, powers of attorney, and other estate planning instruments;
- Evaluating client competency to make changes to estate planning and taking appropriate steps to protect clients from undue influence;
- Advising trustees regarding trust administration matters and accounting;
- Preparing petitions, accountings, and other probate court filings;
- Representing trustees, executors, personal representatives, beneficiaries, creditors, and other interested parties in probate or trust matters in court;

- Staying informed on changes in the law applicable to estate planning and advising clients of the same;
- Researching, evaluating, and resolving a variety of complex legal matters;
- Developing and maintaining client relationships and generating business, including attending and representing the firm at community events;
- Administrative tasks including, without limitation, contemporaneous timekeeping and timely review and approval of invoices to clients; and
- Assigning and supervising the work of other attorneys and staff.

The foregoing is not intended to be a comprehensive listing of activities, duties or responsibilities that are required for this position, and job responsibilities may change at any time.

Qualifications

Minimum qualifications for this position include an active membership in good standing in the California State Bar, a Juris Doctor degree, and exemplary ethical standards.

Additional preferred (but not necessarily required) qualifications include:

- Two or more years of experience in legal practice, preferably in estate planning or probate.
- Connections to San Joaquin County or surrounding communities.
- State Bar certification as a specialist in Estate Planning, Trust, and Probate law and/or LLM.

To perform well in this position will also require an applicant to possess or develop extensive knowledge of trust, probate, and tax laws and regulations; the ability to communicate clearly and calmly, particularly in stressful or emotionally-charged situations; flexibility to respond to situations and communicate with clients outside of traditional “business hours”; clear, concise, and effective writing skills; and strong interpersonal skills, including the ability to actively listen, empathize, process information, educate, and problem-solve.

Compensation and Benefits

Neumiller & Beardslee aims to provide compensation that is competitive with our region and legal market, with reasonable billing and performance expectations that allow for an achievable work/life balance:

- The pay scale for associates ranges from \$90,000 to \$122,000, plus annual performance-based bonuses, reviewed annually to ensure market competitiveness. The actual salary will depend on the selected candidate’s experience. “Of counsel” compensation is subject to negotiation in particular circumstances.
- A stellar comprehensive benefits package, including health, vision, dental, life, and long-term disability insurance.
- 401k safe-harbor plans with partial matching contributions.

Ownership Path

Attorneys who exhibit legal acumen and exemplary ethics, develop trusted relationships with clients and colleagues, and perform well over a sustained period of years may be considered for admission as shareholders of the firm. Attorneys with strong performance (including, without limitation, revenue generation) are typically considered for admission at 7-8 years' experience, and potentially earlier in exceptional cases.

Our Location

Neumiller & Beardslee's office is located at 3121 W. March Lane, Suite 100, Stockton, California, in the professional Brookside community. Physical presence in the office is highly encouraged to foster collaboration and develop relationships among our team, but we are able to offer exempt employees flexibility to accommodate individual circumstances.

How to Apply

To apply, please submit your resume, cover letter, and any references to our office manager, Elvia Trujillo, at etrujillo@neumiller.com.