

> Flex-Time at Proskauer

“Proskauer has made a long-standing commitment to our Flex-Time Program, to provide lawyers with an opportunity to strike the right balance by working reduced hours while still undertaking high-level assignments and staying on a rewarding career path.”

message from the Chairman and Flex-Time liaison

In today's fast-paced world, it is becoming ever more challenging to achieve a rewarding work-life balance in a law firm setting. That is why Proskauer has made a long-standing commitment to our Flex-Time Program, to provide lawyers with an opportunity to strike the right balance by working reduced hours while still undertaking high-level assignments and staying on a rewarding career path.

Our Flex-Time Program is a crucial part of our efforts to foster an office environment and a work experience that is rewarding for all of our lawyers. It is in all of our best interests to nurture and develop the best and the brightest talents among us and keep them as part of our team.

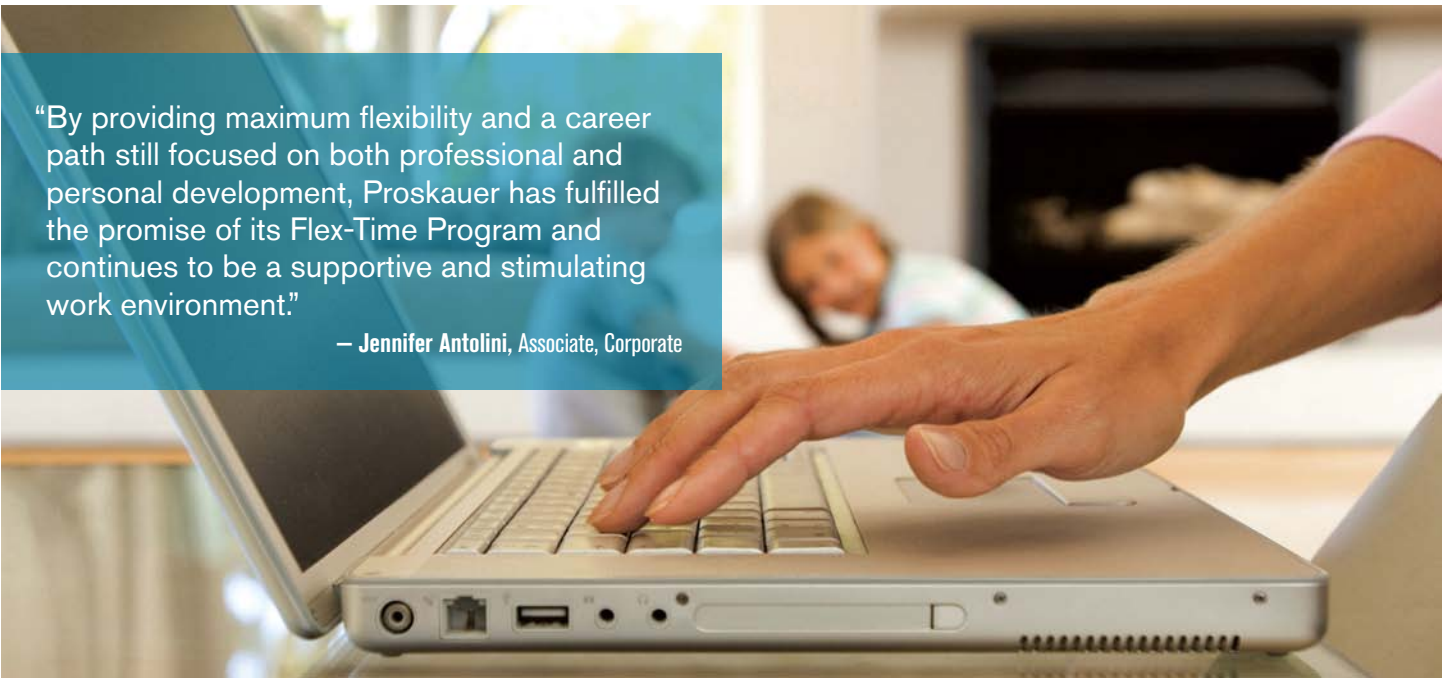
Our Flex-Time Affinity Group strengthens our commitment to this program. Comprised of Flex-Time lawyers, the Group serves as a primary resource and sounding board for program participants. Feedback and suggestions we receive from the Affinity Group help us improve and enhance the program. Of course the best indicator of the program's success is provided by the lawyers who are thriving in their careers and personal lives through their participation. The more time we spend overseeing the Flex-Time Program, the more we see that a vibrant alternative work program is an essential component of a successful law firm.



Allen I. Fagin
Chairman of the Firm



Brendan J. O'Rourke
Partner and Flex-Time Liaison



“By providing maximum flexibility and a career path still focused on both professional and personal development, Proskauer has fulfilled the promise of its Flex-Time Program and continues to be a supportive and stimulating work environment.”

— Jennifer Antolini, Associate, Corporate

what is flex-time?

We recognize that family or other compelling personal circumstances can arise, often unexpectedly. These circumstances may require our dedicated lawyers to seek a more flexible schedule in order to help balance the responsibilities of professional life with the no less important demands of their personal life. When that happens, we want our lawyers to be able to work a reduced schedule without sacrificing the ability to build on their past accomplishments and make a meaningful contribution to the Firm’s success. To achieve this mutual goal, we established the Flex-Time Program, which offers alternative work schedule options to lawyers who meet certain basic requirements.

All applications are reviewed for: the needs of the Firm, our clients, and the lawyer’s department; the lawyer’s prior experience with the Firm; the number of other lawyers working under an alternative schedule at the time a request is made; the seniority and general performance of the lawyer; the reason for the request; and the type of arrangement, including the degree of flexibility, proposed by the lawyer.

program basics

All requests are submitted to and reviewed by the Flex-Time Liaison

All Flex-Time arrangements must be approved by the lawyer’s Department Chair or Office Head and Legal Director

Participants must commit to working a target number of hours annually and be flexible in meeting that goal

Flex-Time lawyers also should make a proportionate contribution to non-billable activities (including training, client development and recruitment activities)

Compensation (including salaries, salary increases and bonuses):

- is reduced pro rata according to the arrangement
- is adjusted based on ability to meet or exceed target hours

Participants retain the same benefits to which they would be entitled as full-time employees, subject to certain exceptions

Eligibility for partnership and/or senior counsel consideration will not be affected (although the timing of such consideration may be delayed)

“Off-Ramp” for lawyers going on child care leave provides benefits and career counseling, as well as partnering with a senior lawyer for advice on work/life balance.

“On-Ramp” allows lawyers returning from child care leave to return gradually to full-time or Flex-Time target hours

Brendan J. O'Rourke, Partner and Flex-Time Program Liaison

As Flex-Time Liaison, my job is not simply to oversee the lawyers in the group. Rather, my role is to ensure that all lawyers in the Program are treated fairly and as equals with our full-time lawyers. The only way our Firm can live up to that commitment is by consistently providing Flex-Time lawyers with cutting-edge, substantive projects and assignments that involve significant client interaction. This has allowed us to provide our Flex-Time lawyers with meaningful opportunities for promotion and career advancement. My job also is to make sure that our senior lawyers fully support the program and the lawyers participating in it. I have the authority, indeed the specific direction, from the highest level of Firm management to insist on partner and senior lawyer buy-in, and I am confident in saying that we are making positive strides in achieving our goals.



Jennifer Wexler, Associate, Labor, Flex-Time Affinity Group Co-Chair

I have been a member of the Flex-Time Affinity Group for almost two years and currently serve as the Group's Co-Chair. Being a member of this group provides me with a great opportunity to share my own Flex-Time experiences with others who may be new to the program or who may need help adjusting their life-work balance to meet changing demands at home or in their practice. My goal as Co-Chair is to try and lead by example and to show how to make the program work for everyone, while also providing an effective voice to the Firm on the progress we are making. I am proud to say that our Flex-Time Program provides a real, viable option for those of us juggling the demands of our job with those of our life at home.



Randi-Lynn Smallheer, Associate, Litigation, Flex-Time Affinity Group Co-Chair

Life as a lawyer at a top-tier international law firm certainly comes with not only its share of rewards, but also its share of demands, both professionally and personally. But thanks to our Flex-Time Program, I have been able to strike a manageable balance between my professional responsibilities and my obligations at home. I have received constant support from the lawyers I work with who understand the challenges associated with working a Flex-Time schedule and who take the time to ensure that such an arrangement is successful. And as a new Co-Chair of the Affinity Group, I can be a voice for my peers and participate in the strengthening and evolution of the program itself.



Jennifer Antolini, Associate, Corporate

The effort to achieve a gratifying work-family balance spans all of Proskauer's practice areas. Our corporate practice, where projects and deadlines are fluid and often unpredictable, is no exception. As the first Flex-Time Program participant in the Firm's Private Investment Funds Group, adaptability has proved vital in allowing me to provide seamless client service without sacrificing the attention my family deserves. By providing maximum flexibility and a career path still focused on both professional and personal development, Proskauer has fulfilled the promise of its Flex-Time Program and continues to be a supportive and stimulating work environment.



Lani Butler, Partner, Real Estate

The ability to maintain a rewarding career path is a central goal of Proskauer's Flex-Time Program. Making partner as a Program participant requires a bit more time and patience, but the overall rewards are uniquely gratifying. During my long career, I have always appreciated the fact that maintaining a Flex-Time schedule affords me the ability to negotiate complex deals, attend major closings and be an integral member of my department, while still remaining committed to devoting the time I need for my family and the other parts of my life that are so important to me. Flex-Time participants remain valued members of the Proskauer team and are every bit as much at the center of the action as our full-time colleagues. Becoming a partner and then maintaining a leading practice though the Flex-Time Program are legitimate and achievable goals.



Proskauer placed second on Yale Law Women's "2007 Top Ten Family-Friendly Firms" list, in recognition of our efforts to help lawyers balance work and family.

did you know?

- Proskauer has had lawyers on flexible schedules for nearly two decades
- There are currently more than 50 Program participants, including associates, senior counsel and partners
- Participants work out of seven of our twelve offices
- Flex-Time lawyers work in all seven departments: Corporate, Health Care, Labor, Litigation, Personal Planning, Real Estate and Tax
- Work schedule arrangements vary and are determined on a case-by-case basis

contact information

Chief Professional Resources Officer

Joanne S. Ollman
212.969.5065
jollman@proskauer.com

Director of Diversity and Inclusion

Louie Rodriguez
212.969.5063
lrodriguez@proskauer.com

Flex-Time Liaison

Brendan J. O'Rourke
212.969.3102
borourke@proskauer.com

Flex-Time Affinity Group Co-Chairs

Susan D. Friedfel 212.969.3384 sfriedfel@proskauer.com	Joanna F. Smith 212.969.3437 jfsmith@proskauer.com
Randi-Lynn Smallheer 212.969.3722 rsmallheer@proskauer.com	Jennifer Wexler 973.274.6035/212.969.3318 jwexler@proskauer.com



GreenSpaces™ is our Firm-wide initiative to create a culture of environmental awareness, responsibility and social consciousness that supports a productive and sustainable workplace.