

Manager of AI & Innovation – Legal Technology

PeopleSoft Job Code / Title:	7172 / Manager of AI & Innovation
Department / Subdepartment:	Technology & Information Services / Legal Innovation
Organizational Relationship:	Reports to the Associate Director of Artificial Intelligence – Legal Innovation
FLSA Status:	Exempt
UCM Level:	6
Last Updated:	

Role Overview

The Manager of AI & Innovation – Legal Technology leads the firm’s strategy and governance for legal technology platforms and vendor relationships that support legal service delivery. The Manager works in close partnership with the Associate Director of Artificial Intelligence - Legal Innovation to advance the firm’s AI and technology strategy across practices and business functions. The Manager is responsible for defining and executing the platform roadmap, overseeing product ownership across key tools, and ensuring disciplined evaluation, prioritization, and integration of emerging technologies. The role translates market intelligence and horizon-scanning insights into actionable initiatives aligned with firm strategy and practice needs. As a core member of the Legal Innovation team, the Manager collaborates closely with Innovation Attorneys, technology colleagues, knowledge teams, and other stakeholders to ensure alignment across initiatives. The role actively contributes to a shared knowledge ecosystem within the department, fostering information exchange, coordinated planning, and collective advancement of innovation priorities. The Manager also maintains strong external engagement with vendors and industry peers, ensuring that the firm remains well-positioned within the evolving legal technology landscape while driving measurable value from platform investments.

Essential Duties and Key Responsibilities

“Essential duties” are those that an individual must be able to perform with or without reasonable accommodation.

1. Leads and develops a team of Innovation Attorneys and/or product owners responsible for designated legal technology platforms, providing strategic direction, performance oversight, coaching, and professional development.
2. Establishes and oversees product ownership standards and governance across assigned platforms, ensuring disciplined lifecycle management from discovery and piloting through launch, adoption, optimization, and retirement where appropriate.
3. Defines and drives the portfolio vision, multi-year roadmap, and success metrics for legal technology platforms, aligning investment decisions with firm strategy, AI priorities, attorney needs, and operational objectives.
4. Oversees translation of practice group and legal operations requirements into structured product requirements, user stories, and prioritization frameworks, ensuring consistency and strategic alignment across initiatives.
5. Provides portfolio-level decision-making on scope, sequencing, resource allocation, and tradeoffs, balancing user needs, technical feasibility, vendor capabilities, risk considerations, and long-term strategic value.

6. Establishes and monitors KPIs, adoption metrics, and value realization measures across platforms, using data-driven insights to guide investment, iteration, scaling decisions, and vendor strategy.
7. Directs horizon-scanning efforts to identify and assess emerging legal and adjacent technologies, synthesizing market intelligence into actionable strategic recommendations.
8. Oversees pilot programs and proof-of-concept initiatives across the platform portfolio, setting evaluation standards, defining success criteria, and governing go/no-go and scale decisions.
9. Partners closely with Technology & Information Services, Knowledge, Information Security, and other internal stakeholders to ensure coordinated selection, deployment, integration, and post-launch optimization of platforms.
10. Develops and leads comprehensive adoption and change management strategies across platforms, ensuring scalable implementation, consistent messaging, and sustained attorney engagement.
11. Owns strategic vendor relationship management across assigned platforms, including performance oversight, roadmap influence, contract alignment in partnership with procurement, and long-term partnership development.
12. Collaborates closely with the Associate Director of Artificial Intelligence – Legal Innovation on platform and AI strategy, ensuring alignment between product roadmaps and broader AI innovation initiatives.
13. Contributes actively as a senior member of the Legal Innovation team, fostering cross-functional knowledge sharing and coordinated planning across departmental initiatives.
14. Provides regular strategic updates on portfolio performance, technology trends, risk considerations, and roadmap direction to firm leadership and relevant governance bodies.
15. Represents the firm externally at conferences, panels, and industry forums, strengthening market presence and cultivating strategic relationships.
16. Promotes effective work practices, work as a team member, and show respect for co-workers

Knowledge, Skills & Abilities

- Deep expertise in horizon scanning and market intelligence, with the ability to synthesize trends across legal technology and adjacent emerging technologies into portfolio strategy and investment priorities.
- Advanced product management leadership capabilities, including establishing standards for user persona development, user stories, scoping, requirements governance, roadmap planning, UI/UX evaluation, and user testing across multiple platforms.
- Strong portfolio and strategic program management skills, including business case development, financial modeling, investment prioritization, and ROI oversight at a multi-platform level.
- Demonstrated ability to design and implement scalable governance frameworks that support disciplined evaluation, deployment, and lifecycle management of legal technology platforms.
- Proven leadership experience managing and developing high-performing professionals, including coaching, performance oversight, delegation, and succession planning.
- Exceptional executive communication skills, with the ability to influence and align senior stakeholders, attorneys, technology leaders, and administrative leadership around strategic priorities.
- Ability to manage complex, long-term, cross-functional initiatives while balancing competing demands, resource constraints, and evolving strategic objectives.

- Strong stakeholder management and organizational awareness, with the ability to navigate matrixed environments and build alignment across legal, technical, operational, and business teams.
- Experience leading structured change management and adoption strategies at scale, ensuring measurable and sustained impact.
- Demonstrated ability to define and oversee KPIs, adoption metrics, and value realization frameworks, using data-driven analysis to inform strategic decision-making.
- Commercial acumen in vendor relationship management, including performance evaluation, roadmap influence, and long-term partnership development.
- Proficiency in enterprise applications, including Microsoft Word, PowerPoint, Excel, and Visio.
- Sound judgment, discretion, and risk awareness, with the ability to escalate appropriately and advise leadership in complex organizational contexts

Position Specifications

Typical Experience

- Minimum of eight years' experience in supporting legal technology and innovation required.
- Previous management experience required.

Education

- Bachelor's degree or equivalent is required, preferably in Law, Business, Information Systems, or a related field.

Working Conditions and Physical Demands

- Frequently move (e.g., walk) around the office
- Spend extensive time using a computer, including use of a PC keyboard and mouse or similar data input devices
- Travel may be required
- All Latham & Watkins positions are in a typical indoor office environment

The statements contained in this position description are not necessarily all-inclusive; additional duties may be assigned, and requirements may vary from time to time, and from location to location.