

Senior Manager of Legal Innovation

PeopleSoft Job Code / Title:	TBD / Sr Manager of Legal Innovation
Department / Subdepartment:	Technology & Information Services
Organizational Relationship:	Reports to the Associate Director of Artificial Intelligence – Legal Innovation
FLSA Status:	Exempt
UCM Level:	Level 6
Last Updated:	June 23, 2026

Role Overview

The Senior Manager of Legal Innovation is an integral part of Latham's Technology & Information Services team. This role will be responsible for leading the firm's strategy for helping litigation attorneys identify, evaluate, and adopt AI and technology solutions that improve legal workflows, enhance client service, and deliver strategic value to the firm, while developing and leading a team of innovation attorneys who advise litigation attorneys and practice group leadership on the effective, practical, and responsible use of AI and technology across litigation workflows.

Essential Duties and Key Responsibilities

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

1. Lead, develop, and coach a team of innovation attorneys who partner with litigation attorneys to identify opportunities to use AI and technology to improve legal workflows, enhance client service, and deliver strategic value to the firm
2. Develop and implement AI adoption and usage strategies for litigation practices, aligned with firm strategy, practice group priorities, attorney needs, risk considerations, and long-term technology fluency goals
3. Cultivate a robust pipeline of litigation-focused technology needs, workflow challenges, innovation opportunities, and potential solutions by engaging directly with attorneys, practice leadership, Knowledge Management Lawyers, and other stakeholders supporting the practice
4. Advise litigation attorneys and practice group leadership on the effective, practical, and responsible use of AI and technology across litigation workflows
5. Design and deliver workshops, training sessions, presentations, and other enablement programs to help litigation attorneys understand emerging AI capabilities, apply approved tools effectively, and build confidence in technology-assisted legal practice
6. Use a data-driven approach to evaluate adoption, attorney engagement, satisfaction, workflow impact, and innovation advisory effectiveness, applying insights to improve programming, prioritize opportunities, and demonstrate value at scale
7. Protect and maintain any highly sensitive, confidential, privileged, financial, and/or proprietary information that Latham & Watkins retains
8. Promote effective work practices, work as a team member, and show respect for co-workers

Knowledge, Skills & Abilities

- Excellent leadership skills (e.g. organizing, planning, problem-solving and decision-making) necessary for effective management
- Ability to identify and build strong relationships with key stakeholders in the Technology & Information Services Department and the firm to promote collaboration
- Excellent organizational skills needed to manage time well, prioritize effectively, and handle multiple deadlines
- Excellent professional interpersonal skills; ability to interact effectively with people at all organizational levels of the firm and with clients
- Excellent communication skills, both written and verbal
- Ability to handle confidential and sensitive information with the appropriate discretion
- Understanding of product discovery and management best practices
- Proficiency in enterprise PC applications, including MS Word, PowerPoint, Excel, and Visio
- Knowledge of LegalTech product categories and deployments of generative AI products within the legal space
- Knowledge of the fundamentals of LLMs and the technical concepts underpinning generative AI, as well as common application development patterns like RAG, agentic AI
- Deep understanding of generative AI capabilities and limitations, particularly in legal
- Understanding of strategic project management principles, business case development, and financial analysis
- Knowledge of process optimization and design thinking methodologies
- Ability to manage large, long-term projects, develop solutions, and implement them effectively
- Strong stakeholder management skills, including empathy, influence, and persuasion with senior leadership and clients
- Capability to define and measure KPIs, build ROI cases, and use data-driven approaches for solution evaluation
- Ability to manage stakeholder expectations and communicate issues and solutions clearly
- Ability to use independent judgment and discretion, knowing when to escalate or seek assistance

Position Specifications

Typical Experience

- Minimum of 10 years' relevant experience, including a minimum of four years' experience as a practicing attorney and a minimum of three years managing a team of innovation, technology or business professionals
- Admission to at least one U.S. State Bar required

Education

- JD or equivalent required
- Bachelor's degree or equivalent in computer science or related work-experience preferred

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.