



## **Morrison Foerster**

ID: 6313  
Job Posting Title: Research Analyst  
Location: Office Location Flexible

### **Description**

Morrison & Foerster LLP, an Am Law 50 law firm with 16 offices worldwide, has an opening for a Research Analyst within our Research Services Department in our San Francisco, Palo Alto, San Diego, Denver or New York offices.

### **The Opportunity**

The Research Analyst works as part of a firmwide team to provide substantive research expertise for client work and business development efforts. The Analyst participates in project team and ensures client service and satisfaction are attained in all areas of the position.

1. As part of a firmwide research team, provide substantive research expertise to support the firm's practice areas and business development efforts, including strategic research related to markets, industries, and competitors.
2. Create current awareness tools, newsletters, and alerts for ongoing monitoring of clients, industries, and events.
3. Demonstrate strong writing skills and the ability to distill and present research work product in a concise, professional manner.
4. Proactively and independently assess research requests and ensure that research meets stated and anticipated needs.

5. Ensure that library services are effectively promoted to attorneys and timekeepers.
6. Educate and advise attorneys, paralegals, and staff on sources and strategies for research.
7. Provide assistance in collection development and maintenance and library space utilization.
8. Participate in projects that increase the value of library services to the Firm.
9. Develop project management skills and may lead projects.
10. Track and record billable and non-billable time spent providing research services to library clients according to the Firm's library billing policy. Close timenotes on a daily basis.

### Ideal Candidate

1. Master's degree in Library Science or Information Science or equivalent degree such as a J.D. or an M.B.A. strongly preferred plus a minimum of three years related experience, or equivalent combination of relevant education and experience.
2. Substantive knowledge of the legal materials and databases used to support the Firm's practice areas and research needs for client work and for business development efforts.
3. Substantive experience in Intellectual Property research strongly preferred.

### Who We Are

At Morrison & Foerster, our culture is defined by our deeds. We're passionate about what we do. We're equally passionate about how we do it. We resist hierarchies and operate within a model of respect — for our colleagues, their ideas, and the differences that make us stronger. We encourage you to learn more [about who we are](#), and [what we do](#).

Should you find you're ready to do the best work of your life, we encourage you to let us know!

**Apply for this Position**

Apply for this position at

<https://chp.tbe.taleo.net/chp03/ats/careers/requisition.jsp?org=MOFO&cws=1&rid=63>

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