Wilson Sonsini is the premier legal advisor to technology, life sciences, and other
growth enterprises worldwide. We represent companies at every stage of development,
from entrepreneurial start-ups to multibillion-dollar global corporations, as well as the
venture firms, private equity firms, and investment banks that finance and advise them.
The firm has approximately 1,200 attorneys in 19 offices: 14 in the U.S., three in China,
and two in Europe. Our broad spectrum of practices and entrepreneurial spirit allow our
staff exceptional opportunities for professional achievement and career growth.

We are looking for a Competitive Intelligence Program Manager to direct competitive
intelligence functions in support of all the firm’s lawyers globally.

The Competitive Intelligence Program Manager will work as a member of the firmwide
Research & Information Services team and conduct in-depth research and analysis of
companies, sectors, practice areas, geographic markets, technologies, and competitors
using a comprehensive variety of online research tools. This position reports to the
Research & Information Manager and is supported by two CI Analysts. The role
collaborates with other firm functions such as business development, attorney recruiting
and strategic planning.

The scope of the research undertaken by the firm’s CI team is varied and challenging,
including economics and market sectors; profiles on current and potential clients,
competitors and new markets; and monitoring key targets or sectors. The CI Program
Manager will develop reporting that identifies market trends, industry developments,
client movements, and relevant client news to provide information for client
development and attorney teams, and will ensure that the CI team provides high quality,
analytic and well written deliverables. The CI team is developing into a critical resource
for the firm and the CI Program Manager must be able to oversee multiple projects
among team members in a fast-paced environment. The ideal candidate must have
strong written, analytical, and project management skills, as well as the ability to
prioritize tasks and meet tight deadlines.

**Essential Job Functions**

- Responsible for overall CI workflow distribution, coordination and response
  escalation. Track projects delegated to CI team members and support to
  ensure quality of work and timely completion.
- Check-in with key CI stakeholders to make sure CI is delivering relevant services and work product. Develop ideas for new services and work product as necessary to meet business needs.
- Stay on top of new CI tech developments and make recommendations for CI technology, platforms and tools as needed.
- Reach out to new firm employees who may be key users of CI services.
- Mentor and train new CI team members.
- Report progress on CI goals and initiatives to Library & KM Management.
- Under general direction from firm management, department and practice group leaders, conduct in-depth research and analysis of key companies, sectors, industries, technologies, market segments, and competitors to uncover key, actionable information and summarize into concise deliverable reports.
- Identify and monitor trends and key clients to aid client development efforts for all practice groups and cross-disciplinary sector teams.
- Stay abreast of trends and technologies in the legal industry.
- Track research requests to demonstrate ROI, firm trends, and patterns.
- Perform legal research on a regular basis as part of the firmwide Research & Information Services team.

Capabilities
- Demonstrated proficiency using research tools such as CapIQ, Bloomberg Law, Westlaw, Lexis, Monitor Suite, Pitchbook, CB Insights, and other third-party resources and systems, and presenting analysis based on the output of such tools.
- Understanding of the broad areas of law practiced by a full-service, international law firm. An interest and aptitude in statistics and business analytics.
- Strong strategic business development focus with knowledge of core marketing principles. Excellent analytic, communication (verbal and written) and organizational skills.
- High level of attention to detail. Capacity to deal with complex material and concepts and manage simultaneous projects. Establish and manage deadlines and prioritize appropriately. Can work well independently and as a member of a team; able to interact collaboratively and successfully across organizational departments and levels. Responsive, proactive; demonstrates high level of personal accountability. Maintain professional composure in high-pressure situations and a fast-paced, multi-authority environment.

Education and Experience
Bachelor’s degree required preferably in business, marketing, communications, or a related field; an MLS/MLIS, JD or MBA is preferred but not essential with the right experience. Minimum of 5 years of experience in a similar role at an AmLaw 50 or major professional services firm.

To Apply: https://careers.wsgr.com/openings/competitive-intelligence-program-manager/