

Employee Benefits and Executive Compensation (EBEC) Associate

Kelley Drye & Warren LLP seeks an associate with 2-4 years of law firm experience to join its Employee Benefits and Executive Compensation (EBEC) practice. The EBEC group is tight knit and values a collaborative work environment. The group currently consists of three partners, and the practice is broad-based with corporate and non-profit clients in an array of industries.

A successful associate will have executive compensation (409A), qualified plan (ERISA), and transactional experience.

Responsibilities will include:

- Assisting clients in developing, implementing, administering, and terminating qualified and non-qualified retirement plans, health and welfare benefit plans, and other compensatory arrangements, including stock option plans, restricted stock, equity-based awards, omnibus equity plans, cash bonus plans, employee stock purchase plans, executive retirement plans, and other deferred compensation arrangements.
- Handling the benefits aspects of mergers, acquisitions, financing and other corporate transactions, including due diligence for compensation, retirement, and health and welfare benefit plans, reviewing transaction documentation, negotiating representations and warranties, interfacing with internal and opposing counsel on deals, and post-deal integration and support.
- Advising clients on negotiating and drafting employment agreements and consulting agreements.
- Advising clients on severance packages and releases.

Experience in the following areas is a plus but not required:

- Affordable Care Act
- HIPAA
- ERISA fiduciary matters
- IRS/DOL Correction Programs
- Negotiating ERISA vendor agreements

A successful associate will take pride in keeping abreast of all new regulations affecting employee benefit plans and serving as a trusted advisor to clients; a cooperative personality that will make the effort to hone and sharpen legal skills at every opportunity is a must.

Other required skills include:

- Excellent organizational and writing skills.
- The ability to juggle and prioritize multiple projects.
- Strong communication skills - face-to-face, telephone and email.
- Responsiveness and professionalism.

We work seamlessly across office lines and are open to considering experienced candidates in any Kelley Drye office but have a strong preference for the associate to be based in New York, NY. On a case-by-case basis, we will consider attorneys seeking a fully remote work arrangement. Bar admission is required in an attorney's resident and/or affiliated office.

Kelley Drye offers competitive compensation and benefits packages. Our comprehensive benefits program helps you maintain a healthy lifestyle, achieve financial security, and address your personal and family needs. Programs include health benefits, life insurance and disability income protection, paid parental leave, retirement savings and planning, college coaching, child and elder care offerings, and more. We currently have a hybrid work policy.

The salary range displayed is specifically for those potential hires who will work or reside in New York City if selected for the role. Any offered salary is determined based on internal equity, internal salary ranges, market data/ranges, applicant's skills and prior relevant experience, certain degrees and certifications (e.g. JD/technology) for example. New York City Salary Range: \$225,000-High: \$275,000, plus participation in our bonus program.

Please be advised that all communications regarding open positions at our firm will exclusively originate from email addresses ending in @kelleydrye.com. We encourage you to exercise caution and verify the source of any communication claiming to represent our firm.

Kelley Drye & Warren LLP is an Equal Opportunity Employer (EOE).