CALKINS LAW FIRM

Big Firm Expertise. Modern Value.

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Chagrin Falls, OH 44023
calkinslawfirm.com

Of Counsel — Business, Estates & Real Estate

Part-Time · Flexible Hours · Hybrid or Remote (Ohio-Licensed) · Chagrin Falls, Ohio

Calkins Law Firm is a modern business law firm serving privately held business owners and their families across Northeast Ohio — forty years of sophisticated practice, run on a streamlined, technology-driven model with experienced paralegal support and low overhead.

The Work

We are hiring an experienced Ohio attorney to take ownership of the firm's general practice — three related bodies of work serving the same clients:

- **Everyday business documents.** Articles of incorporation, LLC formations, operating agreements, employment and contractor agreements, vendor and customer contracts, joint ventures, routine filings.
- **Estates and trusts.** Straightforward planning and administration for business owners and their families — wills, revocable trusts, powers of attorney, probate.
- **Real estate.** Purchase, sale, lease, and commercial transactions.

To be clear about scope: the firm's mergers and acquisitions practice stays with its principals. This role is the counsel those same business owners need day to day — a full practice in its own right, and one that today arrives faster than we can properly serve it.

This is a steward role, not a grinder role. Experienced paralegal resources handle most of the document preparation. Your focus is the client relationship — clear advice, quick responses, and exceptional follow-through.

What Makes This Different

- **The work comes to you.** You are not expected to arrive with a book of business. Matters come from the firm's existing client base, long-standing relationships, and firm marketing.
- **Of counsel means what it should mean.** Your clients, your judgment, your schedule. No committees, no origination quota, no politics.
- **The infrastructure is already built.** Senior paralegal support, document automation, intake, billing, and collections are handled by the firm.
- **Compensation rewards production.** A direct, transparent share of what you bill and collect, with no cap.

Practice Ramp

Remainder of 2026: 5–10 new client matters per month

2027: 10–15 new client matters per month

Year One Goal: Build a meaningful active book of clients, with the firm's support

Logistics

- 40–60 billable hours per month initially, growing with the book
- Production-based compensation with no cap; terms discussed openly
- Flexible on-site or remote arrangement for the right Ohio candidate
- Active Ohio bar admission in good standing required

Who We're Looking For

The legal experience matters. The personal qualities matter more.

- A capable Ohio generalist — comfortable across everyday business documents, straightforward estates and trusts, and real estate transactions. Reliably competent in all three, not necessarily elite in any one
- Unusually organized — clients never have to chase you for a response or a deliverable
- Exceptional at client communication; you explain legal matters plainly and return calls quickly
- Comfortable leveraging paralegal support and modern technology to manage a meaningful book efficiently
- Solo and small-firm practitioners especially welcome — if you would rather practice than run a practice, this role is built for you

If that is the practice you want — taking exceptional care of clients — we'd like to hear from you.