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Welcome to Crescent Legal's Autumn Newsletter. We have had a very successful summer and during the Autumn of 2001, we will be joined by two more experienced Consultants.

Visit Crescent's Website – www.crescent-recruitment.co.uk

You can now read more about us on the Crescent Website. As you will see, we work within 3 core practice groups – Legal, Financial and Executive Board Appointments. On the Legal pages you can read about our approach to legal recruitment, key points in our philosophy and our career management services.

We have also incorporated a contact page so that you can reach us via Email. Solicitors often find it difficult to talk in the office and so you can let us know how and when contact would be most appropriate. You can send us your C.V. via this route if you decide to become more pro-active about career development or you can complete an E-Profile from which we can help you to construct a resume. This could take the strain out of what often proves to be a daunting task for many busy professionals!

How Valuable Your Head?

Head-hunting by necessity has to be a sensitive business but we were recently

amused by an article in a leading professional magazine which advised its readers to worry if they WEREN'T receiving discrete calls from Search and Selection professionals!

The central issue here is that many mid range and senior jobs become vacant and then are filled without being advertised. If you suspect that your colleagues, your bosses and even your team are being offered wonderful opportunities that are passing you by, then you may need to find out why – and to do something about it!

This is why there are positive benefits in providing details of your specialised skills and future aspirations to a discrete executive search firm. At Crescent, we feel that it is essential to establish a bond of trust with our candidates. As you will have gathered from our previous newsletters, we are not the type of organisation which sends out resumes without an individual's express permission. We want to know where you are in terms of your career progression now, but more importantly, where you want to be in a year's time. We can then re-establish contact with you at appropriate junctures in your career to discuss how your present firm is meeting your expectations – or otherwise!

“ If you suspect that your colleagues, being offered wonderful opportunities that are passing you by, then you may need to find out why and to do something about it! ”

Many clients retain head-hunters when they want specific skills and so it is important that you should let us know about any particular areas of expertise you possess. Our state-of-the-art computer-system facilitates detailed candidate searches and also ensures that we will contact you should the 'ideal opportunity' arise.

In other instances, personality can be as important a deciding factor as one's individual skill-base. One can always acquire new skills but if you can't adapt to the firm's culture, neither party will be satisfied. We would therefore like to know more about you as a person so that we can approach you with opportunities which are likely to appeal to you individually.

We would therefore counsel you to remain open to the misunderstood Search and Selection fraternity! A refusal to take calls may mean that you miss out on a valuable opportunity. It may also be wise to think about access – you can ask us to call later in the day or in the evening if you would prefer. Details of your direct line would also be useful.

Bear in mind that Search and Selection Consultants are always likely to remember charming and charismatic solicitors for particularly interesting posts!

So that we are in possession of the 'complete picture', please feel free to contact one of our consultants directly or forward an E-Profile via the website.

Using your Body to Get Ahead!

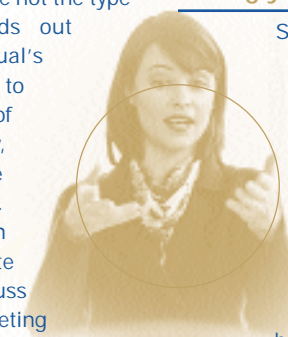
So, you've decided to move, you've sent us your C.V. and we've arranged an interview for you! How can you use body language to your advantage.

Psychologists claim that the impact you make on others is 7% of what you say, 38% how you say it and 55% by your body language.

Knowing this, we must bear in mind that during a first meeting with a prospective employer or indeed a client, we will be judged by what they see and feel.

The process takes less than 10 seconds but the impression is permanent. It is therefore critical for lawyers to be able to understand and use non-verbal signals. Many individuals fail to recognise and use body language, although women are inherently better at sensing emotion and intent than men – allegedly!

The human body is capable of producing over 700,000 unique movements. Body-language specialists have partitioned this vast array into about 60 discrete and symbolic signals



and around 60 gestures. Knowing about some of these may help you to communicate more effectively and productively.

Bear in mind that running your fingers through your hair can indicate frustration, crossed arms can indicate defensiveness and touching your nose may signal that you doubt what you are hearing. Conversely, an unbuttoned jacket can signify openness and co-operation.

Ideally, when you meet a client or a prospective employer, use honest, open gestures. Outward and upward movements of the hands are positive actions and convey expansive messages. Handshakes need to be firm – but not crushing! This conveys confidence and professionalism – but not dominance.

It is important for lawyers and indeed, any business person to establish a climate of trust. Obviously the mannerisms of honest people produce belief. One noteworthy mannerism involves the way palms are shown. Shaking hands with the palm down tends to convey a dominant message but offering an open hand with the palm up implies honesty and sincerity. Understandably hands concealed in pockets convey secretiveness and hidden agendas and so keep your hands visible and build trust!

Eyes should always be focused on the client as darting eyes suggest deceit. Some analysts state that looking left as you speak can suggest trust and conversely, looking right whilst speaking may transmit dishonesty. Looking down when communicating conveys low self esteem.

Apparently the adage 'don't point' is appropriate as pointing at a person is perceived as an aggressive act. These actions antagonize and tend to jeopardize commercial/professional transactions.

The body linguists advise us to use our bodies in selling and commercial processes.



Certainly if you believe in your services and the quality of your work, others will too. A positive, honest message conveyed by your non verbal communication may generate more opportunities than you think. These silent signals can move clients from a state of apprehensiveness to openness and receptivity.

In a profession where the spoils are reaped by the eloquent and the articulate, it would certainly be useful to be aware of these complementary non verbal skills.

Working Overseas

Many of the younger solicitors we speak to express an interest in working overseas.

Working abroad can present new and varied challenges but there are a number of factors which need to be taken into account.

Experience is essential for any solicitor who wishes to work overseas. Firms are very unlikely to take on lawyers who are less than 2 or 3 years qualified. Language skills will also be needed for many of the jobs on offer – particularly those in Continental Europe.

The interview process can be lengthy – often involving several trips abroad – although many foreign companies will ask a candidate to visit their London office which could facilitate the process.

Firms will also want to know that you have the full support of your partner or spouse as often the attitude of the wife/husband/significant other to moving abroad can be the deal-breaker.

Life more lucrative in the City?

According to a survey by Legal Week, pay rises at City firms

have, for the second year running, outstripped the equivalent rises in provincial England. Annual pay rises in London currently run at around £8,000 per year at the mid range – while in the regions, £2,000 - £3,000 remains more usual. This pay gap now puts junior lawyers in the regions on £15,000 less than their colleagues in the City.

Making Partner – the Facts and Figures

A recent survey has shown that despite uncertain economic conditions, the number of partnerships increased in 2001. Sixty-three per cent of firms surveyed made up more partners during the course of this year than during 2000. Ironically, senior lawyers claim that the selection process has become much harder over the last 10 years.

Many different factors influence the attitudes and motivations of solicitors towards their career and workplaces.

Money and the prospect of more control seems to be a key factor with Assistants seeking partnership. Job satisfaction, quality of work and personal status are also key.

Stress seemed to be the biggest deterrent to becoming a partner with almost 50% of the assistants surveyed stating that they might avoid partnership because of the prospect of a stressful working life. Long hours also put a strain on many aspects of the personal life.

The happiest partners, it would appear, are older men working in firms of middling profitability. Seventy-five percent of male partners declared themselves 'very happy' with their job whilst only 57% of women felt the same.

Most partners are blessed with foresight it would seem as 80% said that the reality of the work had matched their expectations. Only 13% of the partners surveyed claimed to have been surprised – and all of them were young!

