

# Current Opportunities

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## Careers at Torys

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Torys LLP is a highly respected international business law firm with offices in Toronto, New York, Calgary, Montréal and Halifax.

As a Torys employee, you will enjoy both an exciting, fast-paced work environment and a supportive, collegial and team-based culture. We take pride in our ability to attract and retain individuals who excel in their respective fields. We do this by providing stimulating work and learning and development opportunities, as well as a competitive compensation and benefits package. Our multidisciplinary teams work together to offer seamless cross-border services to our clients all over the world. Dedication to professional excellence and outstanding client service is Torys' hallmark. Of equal importance is our commitment to maintaining a collegial working environment – one that brings together individuals with diverse backgrounds, personalities and styles in an atmosphere of friendship and team spirit.

At Torys, diversity is a core strength. We thrive on the multifaceted and unique perspectives and talents of our people believing that diverse viewpoints, backgrounds and experiences enrich our professional lives, strengthen the quality of our work and improve our ability to respond to the full spectrum of our clients' needs. Our commitment to diversity informs our recruitment, retention, development and advancement practices with respect to all of our members.

## Primary Contacts

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### Legal Professionals (Toronto)

Georgia Brown  
*Director, Legal Recruitment & Student Development*  
[gbrown@torys.com](mailto:gbrown@torys.com)  
416.865.8216

### Legal Professionals (Calgary)

Jocelyn Harris  
*Director, Professional Resources & Administration*  
[jyharris@torys.com](mailto:jyharris@torys.com)  
403.776.3708

## Legal Professionals (New York) and Firm Administration (New York)

Dana Schuessler

*Director, Professional Resources & Administration*

[dschuessler@torys.com](mailto:dschuessler@torys.com)

212.880.6206

## Legal Professionals (Halifax and Montréal) and Law Clerks, Agents and Paralegals (all offices)

Kimberly Sheldrake-Head

*Director, Professional Resources*

[ksheldrake@torys.com](mailto:ksheldrake@torys.com)

416.945.7707

## Legal Secretarial Support and Firm Administration

Jenny Tavares

*Director, Human Resources*

[jtavares@torys.com](mailto:jtavares@torys.com)

416.865.7519

## Business Services and Legal Support

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## Law Clerks, Agents and Paralegals

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### Patent Agent (Toronto)



#### Position Overview

We are currently seeking a junior patent agent to join our dynamic and fast paced practice in Toronto. The ideal candidate will have two to three years of experience as a technical consultant or agent at an intellectual property law firm or IP group in a law firm. The role is best suited to an individual who thrives in a fast-paced environment. You will frequently be required to manage competing priorities and to work under tight timelines. You must also be willing to learn and develop and have a strong sense of initiative and personal accountability. You must have excellent judgment, attention to detail, organizational skills, and superior communication skills. We also offer a hybrid working model and the option to work from home on average 2 to 3 days per week.

#### Skill & Experience

- At least two years' experience as a patent agent or technical consultant, including exposure to some or all of the following:
  - drafting, filing and prosecuting patent applications, and advising on validity, patentability, freedom-to-operate and infringement of intellectual property rights
  - research experience in one or more areas of botany, biotechnology, plant genetic engineering, cellular and molecular biology, stem cell technologies, cell and gene therapies
  - experience working directly with clients and counselling them on strategies for building and aligning their patent portfolios with business objectives and developing strong in-house processes to stimulate and capture innovation

- Perform IP due diligence with respect to third party licensing and acquisition projects
  - Understands the “bigger picture” and analyzes problems thoroughly
  - Evaluate and improve the department’s systems and procedures
  - Strong written, oral and communication skills
  - Applies business, biology and science skills to provide practical solutions to client’s issues
- Must be a registered Patent Agent

#### How to Apply:

Interested candidates should forward their resume in confidence to Kimberly Sheldrake-Head, Director, Professional Resources at [ksheldrake@torys.com](mailto:ksheldrake@torys.com).

At Torys we are committed to diversity in the recruitment, retention and advancement of our people. We believe that diversity of backgrounds, experiences and perspectives enhances the quality of our work and enriches our lives. We are committed to fostering an inclusive and accessible work environment. Accommodations are available for applicants with disabilities. If you require immediate accommodation at any time during the recruitment process, please contact Kim Sheldrake-Head.

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## Lawyers

### Mid-level Funds Associate (New York)



#### Position Overview

Torys is seeking a mid-level associate to join our highly-ranked private equity fund formation and fund investment practice group in our New York office. This group advises both fund sponsors and institutional investors in structuring, negotiating and investing in private equity, venture capital and infrastructure funds and co-investment transactions. It also advises fund sponsors on fund formation spanning a range of private market areas, including buy-out, infrastructure and secondary funds as well as formation of segregated accounts and sole mandates. Torys has offices in Toronto, New York, Calgary, Montreal, and Halifax.

#### Skills & Experience

The ideal candidate will have 3-5 years of practice experience working on private equity fund formations and/or investments in private equity funds at a major U.S. or international law firm. Additionally, the ideal candidate will have experience working collaboratively with practice specialists in a large firm environment and should be comfortable servicing clients across a wide range of industries. A positive attitude, team orientation and demonstrated work ethic are essential to succeeding this role, as is an ability to manage multiple work streams in a fast-paced environment. All qualified applicants will be members in good standing with (or willingness to be admitted to) the New York Bar.

#### Applications

Interested candidates should forward their resume, list of representative transactions and transcript by email to Dana Schuessler at [dschuessler@torys.com](mailto:dschuessler@torys.com)

[Click here](#) to apply online for this opportunity.

#### Compensation

The Firm pays market salaries to our attorneys. As such, below is the current associate base salary scale:

- 1st year: \$225,000
- 2nd year: \$235,000
- 3rd year: \$260,000
- 4th year: \$310,000
- 5th year: \$365,000
- 6th year: \$390,000
- 7th year: \$420,000
- 8th year+: \$435,000

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## Private Equity/M&A Associate (New York)



### Position Overview

We are seeking a mid- to senior-level private equity/M&A associate to join our dynamic and busy corporate group in New York. For more information on our Private Equity practice, please [click here](#).

### Skills & Experience

An ideal candidate will have:

- significant private equity/M&A deal experience, including: advising private equity/institutional clients and their portfolio companies on buyout transactions, co-investment, joint venture and co-sponsor transactions and add-on acquisitions;
- the ability to run transactions with limited supervision;
- excellent interpersonal skills and a willingness to collaborate;
- a superior client service orientation and a strong work ethic;
- approximately 5 to 7 years of relevant NY-law transactional experience in a law firm setting;
- the ability to work well both independently and in a team-oriented environment; and
- good judgment.

You must be a member in good standing of the New York bar.

### Applications

To apply for this opportunity, please submit your résumé, list of representative transactions and transcripts by email to [legalrecruiting@torys.com](mailto:legalrecruiting@torys.com). Applications should be addressed to Dana Schuessler, Director of Professional Resources & Administration.

### Compensation

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- 3rd year: \$260,000

- 4th year: \$310,000
- 5th year: \$365,000
- 6th year: \$390,000
- 7th year: \$420,000
- 8th year+: \$435,000

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## Tax Associate (New York)



### Position Overview

Torys is currently seeking a tax associate with relevant experience ranging from 2 to 5 years to join our dynamic U.S. tax group in our New York office. Torys is a globally recognized international business law firm with a reputation for quality, innovation and teamwork. Our Tax Practice represents institutional clients in significant U.S. and cross-border corporate transactions and business operations. Our team approach leverages our expertise from across our practice areas, including M&A, securities, real estate, and competition and foreign investment review. Torys has offices in Toronto, New York, Calgary, Montreal and Halifax.

### Skills & Experience

An ideal candidate will have:

- at least three years of experience in a U.S. law firm tax practice with broad tax experience in U.S. and cross-border transactions, including M&A;
- excellent legal research and writing skills;
- excellent interpersonal and drafting skills and a willingness to collaborate;
- a superior client service orientation and a strong work ethic;
- a demonstrable curiosity and interest in tax law;
- the ability to juggle and take primary responsibility for multiple files; and
- the ability to work well both independently and in a team-oriented environment.

The candidate must be a member in good standing of the New York bar.

### Applications

To apply for this opportunity, please submit your résumé, list of representative transactions and transcripts by email to [legalrecruiting@torys.com](mailto:legalrecruiting@torys.com). Applications should be addressed to Dana Schuessler, Director of Professional Resources & Administration.

### Compensation

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- 1st year: \$225,000
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- 3rd year: \$260,000
- 4th year: \$310,000
- 5th year: \$365,000
- 6th year: \$390,000
- 7th year: \$420,000
- 8th year+: \$435,000

### Position Overview

We are currently looking for a mid-level corporate associate to join our dynamic life sciences practice. Torys' Life Sciences Practice is consistently ranked as a leading practice in both Canada and the U.S. and is completely integrated cross-border. We work with biopharma, medical device and health technology companies ranging from emerging and high growth start-ups to established corporates. We support these clients in all aspects of their formation, financing, ongoing regulatory compliance, acquisition strategy and execution, and use and commercial exploitation of their technology. This position will appeal to an excellent lawyer who enjoys collaborating with colleagues to solve complex legal problems. The ideal candidate will have at least 4-6 years of practice experience at a major Canadian or international law firm and will bring with them a positive attitude, a team orientation, and exceptional service ethos and a demonstrated work ethic. In return, this candidate will get extensive client exposure and responsibility and will be mentored by a team of industry-leading lawyers.

### Skills & Experience

- The ideal candidate should have:
  - between 4 – 6 years' corporate law experience at a major law firm
  - excellent academic credentials
  - strong background and/or passion for life sciences, entrepreneurship and emerging companies
  - high energy and ability to thrive in a fast-paced environment
  - love of learning and desire for accelerated professional development
  - strong interpersonal skills
  - the ability to provide creative solutions to clients' issues
  - the ability and desire to work directly with a spectrum of clients (both emerging and established)
  - the ability to work well independently and as part of a team
  - excellent written and oral communication skills
  - superb drafting skills
  - the ability to balance competing client demands
- The candidate should have some experience with and/or exposure to some or all of the following:
  - drafting and negotiating documents for corporate structuring, venture capital, private equity and/or mergers and acquisition transactions
  - drafting and negotiating licensing and joint venture agreements
  - securities law transactions, including private placements, public offerings and/or other financings, as well as periodic disclosures
  - general corporate representation
- Applicants should be members in good standing with the Law Society of Ontario

### How to Apply:

Interested candidates should forward their resume in confidence to Georgia Brown, at [gbrown@torys.com](mailto:gbrown@torys.com). We foster an inclusive and accessible environment and are committed to providing support to applicants and firm members with disabilities. If you require immediate accommodation at any time during the recruitment process, please contact Georgia Brown, Director, Legal Recruitment & Student Development.

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## Senior Real Estate Associate (Toronto)



### Position Overview

We are currently seeking a senior real estate associate to join our dynamic and fast-paced practice in Toronto. The ideal candidate will have 5-7 years of experience working in a real estate group at a full-service Canadian law firm or real estate boutique. They will be required to manage competing priorities and to work under tight timelines. They must also be willing to learn and develop, and have a strong sense of initiative and personal accountability. They must have excellent judgment, attention to detail, organizational skills, and communication skills.

### Skills & Experience

The ideal candidate should have:

- 5-7 years of experience at a major Canadian law firm or real estate boutique with a focus on a variety of commercial real estate transactions;
- experience with real property acquisitions and dispositions, development, joint ventures and secured financing matters;
- experience advising on the real estate aspects of private and public M&A transactions, public debt and equity financings, renewable energy projects and project financings;
- construction experience would be an asset;
- strong analytical, communication and drafting skills;
- a superior client service orientation and a strong work ethic; and
- the ability to work well both independently and in a team-oriented environment.

### How to Apply:

Interested candidates should forward their resume and academic transcripts in confidence to Georgia Brown, Director, Legal Recruitment and Student Development at [gbrown@torys.com](mailto:gbrown@torys.com). At Torys, we are committed to diversity in the recruitment, retention and advancement of our people. We believe that diversity of backgrounds, experiences and perspectives enhances the quality of our work and enriches our lives. We are committed to fostering an inclusive and accessible work environment. Accommodations are available for applicants with disabilities. If you require accommodation at any time during the recruitment process, please contact Georgia Brown, Director, Legal Recruitment and Student Development.

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## Mid-level Patent Associate (Toronto)



### Position Overview

We are currently looking for a mid-level patent associate to join our dynamic Intellectual Property group. This position will appeal to an excellent lawyer-agent or agent who enjoys collaborating with colleagues to solve complex legal problems. The ideal candidate will have at least 3-5 years of post-call practice experience at a Canadian or

international law firm or major in-house IP patent department, and will bring with them a positive attitude, a team orientation, an exceptional service ethos and a demonstrated work ethic. Excellent credentials are essential.

## Skills & Experience

The ideal candidate should have:

- strong academic credentials in science (especially chemistry, cellular biology, molecular biology, genetics, molecular genetics or botany)
- a minimum of 3, with a preference for up to 5, years of post-call practice experience at a law firm or major in-house IP/patent department
- life sciences patent drafting (including ancillary agreements) and patent prosecution
- experience with and/or exposure to advising on some or all of: patentability, validity and infringement, freedom-to-operate analysis and searches
- experience with and/or exposure to PMPRB and Health Canada as pertaining to life sciences patent and health care companies
- high energy and thrives in a fast-paced environment
- love of learning and desire for accelerated professional development
- strong interpersonal skills
- ability to craft solutions creatively and efficiently
- ability to work well independently and as part of a team
- excellent written and oral communication skills
- ability to balance competing client demands
- admission to the Ontario bar (or eligibility to be admitted to the Ontario bar)
- CPATA class 1 patent licensee (or class 2 licensee eligible to return to class 1 status)

## How to Apply:

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## Mid-Level Funds Associate (Toronto)



### Position Overview

We are currently seeking a mid-level associate to join our highly-ranked private equity fund formation and fund investment practice group based out of our thriving Toronto office. This group advises both fund sponsors and institutional investors in structuring, negotiating and investing in private equity, venture capital and infrastructure funds and co-investment transactions. It also advises fund sponsors on fund formation spanning a range of private market areas, including buy-out, infrastructure and secondary funds as well as formation of segregated accounts and sole mandates.



## Skills & Experience

The ideal candidate will have 3-5 years of practice experience working on private equity fund formations and/or investments in private equity funds at a major Canadian or international law firm. We are also willing to consider candidates who have a strong background in transactional corporate and M&A work and have a desire and willingness to learn private equity fund formation and fund investment. Additionally, the ideal candidate will have experience working collaboratively with practice specialists in a large firm environment and should be comfortable servicing clients across a wide range of industries.

A positive attitude, team orientation and demonstrated work ethic are essential to succeeding this role, as is an ability to manage multiple work streams in a fast-paced environment. All qualified applicants will be members in good standing with (or willingness to be admitted to) the Law Society of Ontario.

## Applications

Interested candidates should forward their resume in confidence to Georgie Brown at [gbrown@torys.com](mailto:gbrown@torys.com).

[Click here](#) to apply online for this opportunity.

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## Corporate Associate (Halifax)



### Position Overview

Torys' Legal Services Centre (LSC) in Halifax is looking for an associate to join our Structured Products Team. This is a unique role as your work will be focused on supporting dedicated financial institution client teams that specialize in structured products. You will work closely with your team to review, draft and file routine and complex securities offering documents, with a strong emphasis on efficiency, accuracy, and timeliness. Additionally, the role will include providing legal services for related matters, including precedent maintenance, private placements and shelf prospectus renewals.

We are seeking someone who,

- views process and efficiency improvements as an important part of client service and enjoys finding new and improved ways to complete complex, recurring legal work;
- is excited to apply technology and automation in a legal setting in furtherance of client needs and team goals;
- wants to engage in important work for a specialized team in a flexible and collaborative setting;
- has a willingness to learn and develop and has a strong sense of initiative and personal accountability;
- is able to work flexible hours when required to meet client demands;
- lives in the Halifax area and is prepared to work in the office four days a week;
- has a superior eye for detail, can readily spot inconsistencies or errors; and
- exercises excellent judgment, time management and organization, and has superior communication skills.

This is a non-partnership track long-term career role, ideal for a lawyer who prefers to focus on practising law. You will not have to devote time to marketing or client development.

The LSC is Torys' hub for high-volume and recurring legal work. We use technology, tools and processes to help our clients meet their goals efficiently and cost-effectively. Located in a bright, open-concept office in downtown Halifax, the LSC offers a hybrid work arrangement and competitive compensation without business development requirements. Our bright, open concept [office space](#) allows for collaboration among team members. At the LSC, we are focused on working differently – this is your chance to be a part of cutting-edge legal process development and innovation hub.

### Skills & Experience

The ideal candidate will:

- have at least one or two year(s) of experience as a corporate associate and be in good standing with the Law Society of Ontario or the Nova Scotia Barristers' Society;
- have exceptional attention to detail and willingness to collaborate;
- have superior client service skills and a strong work ethic;
- be highly organized, self-motivated and proactive; eager to take ownership of projects and able to advance work independently;
- be team-oriented with exceptional interpersonal skills, a positive attitude and a commitment to shared success;
- have the ability to deal easily with ambiguity and change, including changing priorities, timelines and processes;
- have the ability to work in fast-paced environment and manage multiple hard deadlines;
- have excellent judgment and the ability to embrace new challenges and focus on continuing professional development; and
- have strong knowledge of Microsoft Office and other Microsoft applications, along with experience working in a document management system and using a time entry billing system.
- The ability to read and write French would be considered an asset.

∞ We will provide the training and support you need to succeed in this role. ∞

If this describes you – or someone you know – we'd love to hear from you – or them!

### How to Apply:

Interested candidates should forward their resume in confidence to Kimberly Sheldrake-Head, Director, Professional Resources at [ksheldrake@torys.com](mailto:ksheldrake@torys.com).

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