



Legal Salary & Benefits

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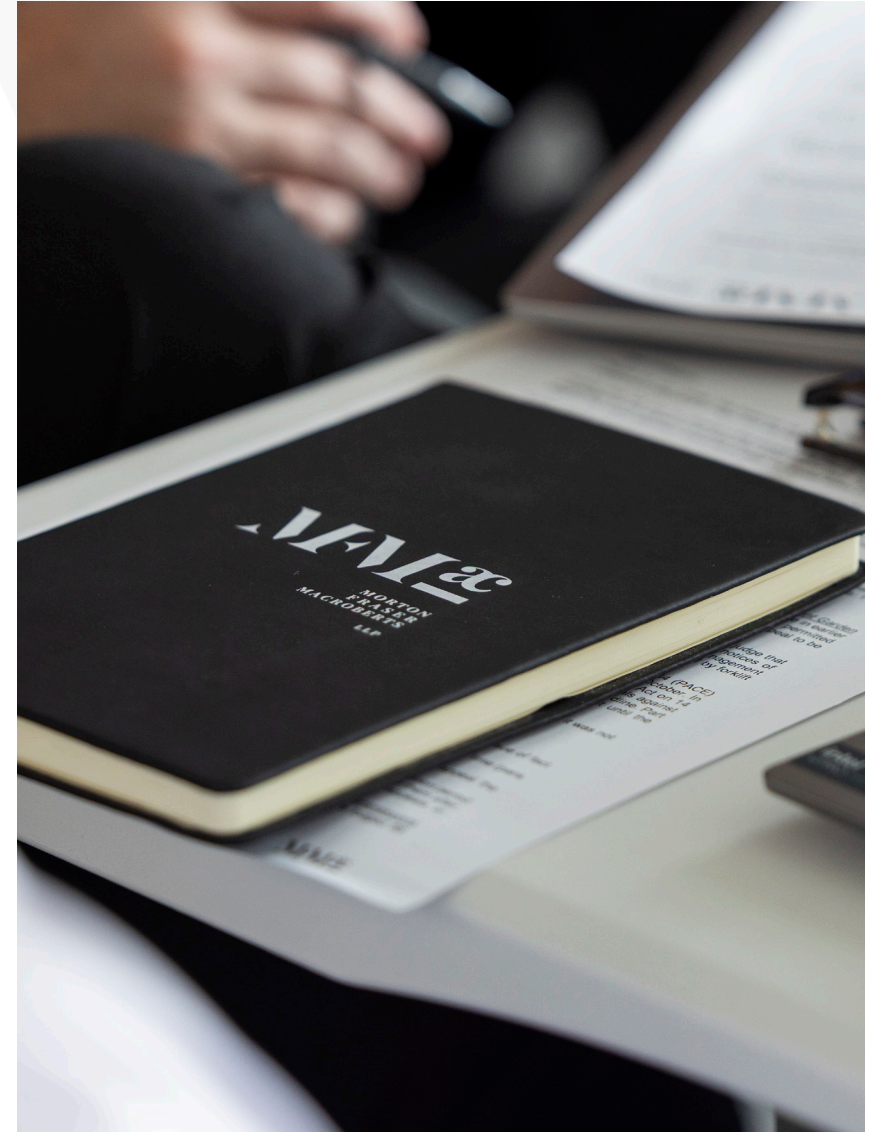
Introduction



This proposal is an outline document which sets out the firm's broad approach in terms of salary and benefits.

It is clearly understood not to be an offer of employment or agreement on any particular benefit but is provided to assist prospective candidates and hiring partners having a discussion around the key features of the employment package and what that may look like.

It is subject to formal agreement and the signing of a contract of employment.



Salary



Solicitor

The salary scale for a **Solicitor** position is £48,000 to £57,000. The exact placement within this range is determined by the candidate's skills, experience and internal benchmarks. Solicitors are expected to take charge of their own professional development and manage their casework effectively, enhancing their technical expertise and business acumen.

Senior Solicitor

The salary scale for a **Senior Solicitor** position is £52,000 to £65,000. The positioning within this range is influenced by the individual's qualifications, experience and internal comparison. This role involves deepening one's knowledge and refining skills within the specialised practice area.

Associate

The salary range for an **Associate** position is £56,000 to £73,000. Placement within this range is based on a combination of a higher level of complexity and advanced commercial skills. Associates are anticipated to offer more autonomous legal counsel, build strong client relationships, and may undertake supervisory duties.

Senior Associate

The salary scale for a **Senior Associate** role is £60,000 to £100,000. Placement within the range is based upon skills and experience as well as internal relativity. Placement above £80,000 is for candidates with an exceptional range of skills and experience where they are able to add significant value to the firm from day 1. Placement on the scale is a matter for discussion and agreement.

Legal Director

The salary scale for a **Legal Director** role is £65,000 to £120,000. Placement within the range is based upon skills and experience as well as internal relativity. Placement above £80,000 is for candidates with an exceptional range of skills and experience where they are able to add significant value to the firm from day 1. Placement on the scale is a matter for discussion and agreement.

Career Development: Towards Partnership



The firm has an established talent review scheme which operates twice a year and involves the systematic assessment of everyone's performance and potential.

From that process, lawyers at Senior Associate/Legal Director are assessed in terms of their potential for partnership. These people are known as our 'best bets' for partnership and those who are considered to be most able and have shown interest in partnership are placed on our Senior Leadership Assessment and Development Programme to prepare themselves for that role. This is a topflight, formal, taught programme jointly designed in-house and with the course tutor, Graham Cox from Boundaries Edge. The programme covers 13 taught modules and is run over a period of six months.

Partnership requires the development and agreement of a business case, so attendance on the course, whilst a pre-requisite, is not a guarantee of accession to the partnership itself. In addition, newly-assumed partners will be required to make a capital contribution, and advice on how to raise this will be given prior to any partner application process.

Your own position relative to partnership would be assessed within this overall approach and your appointment to a role prior to this would be with this very much in mind.

Benefits Summary



This undernoted aims to give you more information about our benefits package.

Please note that the firm reserves the right to amend or withdraw employee benefits at any time.

Your Time

Your time is precious, and we encourage a healthy balance between work and your personal life. We offer flexibility in a number of ways:

Annual leave

Your contract of employment outlines your holiday entitlement. Holiday entitlement starts at 25 days per year and increases to 30 days after 5 years of service. Part-time employees receive a pro rata amount of holiday allowance.

The firm offers nine days public holidays, but usually only seven of these days are fixed so the remaining two are added to your annual holiday entitlement.

In November each year, you can choose to buy up to five days' extra holiday for the next holiday year. The cost is deducted from your salary over 12 months.

Agile working arrangements

We have an agile working policy – we believe our people should be free to choose where and when they work, provided that the requirements of our clients and other colleagues are met.

Birthday off

You don't have to work on your birthday (if it falls on a day that you would normally work).

Flexible working arrangements

Where agreed, employees may contractually alter or reduce their working hours to help manage other commitments.

Volunteering time

Employees can apply for volunteering activities organised by the Firm for up to 2 days each year during normal working hours. Fee-earners can receive an abatement to their green time target at the end of the financial year.

Benefits Summary



Your Protection

Income Protection

This scheme provides for a proportion of your normal salary to be continued during long-term absence occurring as a result of serious ill health or incapacity.

The benefit will be paid monthly in the form of salary and will continue for as long as you are still included in the scheme and suffering incapacity, up to a maximum period of two years.

The amount of the monthly benefit is one-twelfth of:

- i)* 50% of your Salary less
- ii)* the State Benefit

Life Assurance

If you die whilst employed, a life assurance benefit of three times your annual salary will be paid to your dependants, at the discretion of the scheme trustees. You may use, at any time, a nomination form to advise the Trustees of the beneficiary / beneficiaries to whom you would like payment to be made. You should complete a nomination form at your earliest opportunity.

Please bear in mind that it is your responsibility to alter your nomination form if your family or personal circumstances change.

This benefit will cease when you reach 70.

Morton Fraser MacRoberts pays the whole cost of the insurance policy, and the benefit does not count as part of your income for tax purposes.

Benefits Summary



Your Health & Wellbeing

Private Medical Insurance

This benefit gives you the option of fully-funded single cover private healthcare (benefit in kind for HMRC purposes).

Firm Sick Pay

This benefit is designed to support you where you are unable to work due to illness. This allows up to 12 weeks paid sick leave subject to qualifying conditions. This benefit is under market review.

Eye care

Eligible expenses include a £95 contribution to lenses and frames when required specifically for computer use.

Cycle to Work Scheme

Opportunity to buy a bike tax efficiently and spread the cost over 12 months.

Thrive Mental Wellbeing App

NHS-approved app for the prevention, early detection and self-management of common mental health conditions.

Care First Lifestyle: Advice, articles and webinars on a range of everyday topics including relationships, childcare and bereavement

24/7 Counselling: Direct access to confidential counselling provided by Care First's EACP accredited counsellors

Access to Care First Specialists: Contact them through the app for help and practical advice on a range of subjects, work-related or personal.

Aviva Digicare+

Annual health check (blood test), digital GP service, second medical opinion, mental health consultation and nutritional consultation.

Benefits Summary



Your Finances

Bonus	A percentage of the firm's profit is normally shared amongst eligible employees in July.
Pension	We offer a GPPP (Group Personal Pension Plan) – a savings plan with special tax advantages that helps you save for retirement. Eligible employees will be auto-enrolled after 3 months using a salary exchange arrangement. The firm's contribution rate is 6%. You contribute at least 4% up to a maximum of 20% of salary with payments being made via salary exchange which delivers special tax advantages to you.
Travel Pass	To help spread the cost of annual travel passes for commuting, the firm can buy you a travel pass then deduct the money from your salary in 12 monthly instalments.
Payroll Savings	You can choose to pay into an ISA scheme with Cushon, direct from your salary.
Retail Discounts (Bupa)	You can take advantage of retail and gym discounts with our scheme.
Car Lease Scheme with Tusker (exchange arrangement)	Employees have the option of leasing an electric car with significant savings due to tax savings (benefit in kind for HMRC). This is a salary exchange arrangement.
Reward and Recognition Scheme	The scheme supports a culture in which people feel valued and where “going that extra mile” is acknowledged where a manager feels that an employee's efforts are worthy of being singled out to receive a £75 electronic gift voucher.
Enhanced Maternity, Paternity, Adoption and Shared Parental Pay	20 weeks full pay followed by 6 weeks half pay for maternity, adoption and shared parental leave and 4 weeks full pay for paternity leave.
Enhanced Neonatal Leave Pay	Full pay for the entire period of neonatal leave (up to a maximum of 12 weeks).

Contact Us



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Morton Fraser MacRoberts LLP, referred to as MFMac, is a limited liability partnership registered in Scotland. Our registration number is SO300472 and our registered office is at 9 Haymarket Square, Edinburgh, EH3 8RY. Our VAT registration number is GB269 1293 36.

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