



THREE CROWNS LLP

ROLE PROFILE: HUMAN RESOURCES MANAGER

LOCATION: PARIS OR WASHINGTON, DC

Three Crowns overview

Three Crowns was founded in 2014 by specialist international arbitration advocates in the belief that international disputes call for focused advice and advocacy. The firm engages primarily in complex, high-value disputes, and counts among its clients many industry leaders and sovereign States. With offices in London, Paris, Washington, DC, and Bahrain, the firm now comprises 12 partners and over 100 total employees.

Three Crowns is seeking an experienced Human Resources Manager in either our Washington, DC or Paris office. The role will report to the firm's Director of Human Resources, based in London.

The role

The Human Resources Manager will provide HR support for partners, lawyers and business services employees. In addition, the manager will provide support on a variety of people and development projects that are firm-wide in scope.

Responsibilities include but are not limited to:

- Developing and implementing HR strategies and initiatives aligned with the overall business strategy, with a focus on people and development.
- Advising and assisting with firm compensation and benefit programs.
- Providing performance management guidance to partners, lawyers and managers.
- Managing complex employee relation issues; conducting thorough and objective investigations and offering recommendations for disciplinary action, performance improvement, and terminations.
- Working collaboratively with the firm's other business services teams and office managers.
- Contributing to firm-related diversity and inclusion initiatives.
- Maintaining up to date knowledge of HR-related and legal industry subject matter across multiple offices, and advocating for appropriate changes to policies and procedures.
- Deputising for the Director of Human Resources where required.

Skills and knowledge

Competitive candidates will possess:

- A bachelor's degree or equivalent.
- A minimum of seven years of human resources experience in law firms, with at least two years of management experience.
- A strong background in employment law, employee relations, performance management, compensation and benefits, and attorney development.
- An international mindset, ideally complemented by HR experience of working across multiple jurisdictions.
- Excellent interpersonal skills.
- A collaborative working style.
- A client service mindset, with a solution-focussed approach to problem management.
- Experience of implementing or optimising HR technologies, such as HRIS and ATS.

About Three Crowns LLP:

Three Crowns was founded in 2014 by specialist international arbitration advocates in the belief that international disputes call for focused advice and advocacy. The firm engages primarily in complex, high-value disputes, and counts among its clients many industry leaders and sovereign states.

The firm is now widely recognized as an industry leader in international dispute resolution. With offices in London, Paris, Washington, D.C., and Bahrain and over 100 total employees, the firm continues to grow.