

K&L Gates Balanced Hours Program



K&L Gates' Balanced Hours program (BH program) is the cornerstone of our broader initiative to help our lawyers achieve a balance between their professional and personal lives. Our BH program includes individually tailored, flexible working arrangements – such as reduced hours or remote work – that are designed to meet the needs of our lawyers, the needs of our firm, and the needs of our clients.

Let's Start from the Very Beginning

Through K&L Gates' broad and progressive Professional and Personal Life Integration initiative, we have developed policies that promote and sustain a healthy integration of professional and personal responsibilities. In other words, we are discovering and implementing ways to help our lawyers create a balance in their lives so that they are happier, more productive and better able to serve our clients.

What Balanced Hours Means for Our Lawyers and Clients

K&L Gates acknowledges that, like other professionals, lawyers have personal needs and responsibilities outside the workplace. If these external needs go unmet, they can result in lost productivity, diminished client service, and attrition. The BH Program is also open to experienced lawyers, whose talents the firm considers valuable and who seek to reduce their professional commitments. Through our BH program, we aspire to create a work environment that improves client service while enhancing lawyer productivity, retention and morale.

Program Infrastructure and Support

Experts in the field have identified certain elements – including administrative support and appropriately dedicated staff and systems – as essential to the success of progressive initiatives like our BH program. Recognizing the importance of this finding, K&L Gates has taken a number of critical steps to be sure our program has the support it needs. These steps include establishing a clearly defined BH policy, dedicating personnel to oversee all aspects of implementation, developing an online resource library, convening a network of support teams and coordinating developmental training. It is this infrastructure that sets our program apart.

One defining feature of this infrastructure is the role of our Balanced Hours Coordinator (BHC). The BHC facilitates and manages the BH proposal process and tailors individual work arrangements. She provides support to all potential and current BH lawyers and their supervisors. She monitors schedules and the quality of work assignments, ensuring that lawyers are developing continuously and advancing appropriately in their careers. In all, the BHC advocates for and educates lawyers, and serves as a vital resource to the firm.

Looking Ahead

We believe that lawyers who have established a balance between their personal and professional lives are more dedicated and productive, but investing in our lawyers through our BH program extends beyond K&L Gates itself.

Increased retention means longer and stronger relationships with our clients. It also helps to build and maintain a diverse workforce, enhancing our ability to understand and respond to client needs. In addition, our BH program promotes awareness of work/life balance, gender, diversity and other issues that relate to the retention and advancement of all lawyers.

As our BH program evolves, we expect that its positive impacts will continue to influence K&L Gates' working practices while strengthening our dedication to client service.

Unique and Progressive Elements

There are two distinct elements of our Balanced Hours program that make it unique:

- The scope of flexibility within the program is broad and designed to expand how we work, where we work, and when we work. Arrangements are tailored individually and may include reduced hours or telecommuting. There is no maximum or minimum duration for these arrangements.
- The firm has put into place infrastructure and operational support designed specifically for the BH program. Starting with the initial proposal process and extending throughout the duration of the BH arrangements, we offer our lawyers comprehensive online resources, dedicated administrative support and oversight to ensure a successful, mutually rewarding experience.

These elements reflect the progressive vision of our leadership, establishing K&L Gates as a pioneer among firms offering this kind of programming.

For more information about the Balanced Hours program at K&L Gates, please contact: Roslyn M. Pitts
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