

Paralegal-Client Service



Join a team founded on mutual respect, collegiality, and professional growth.

Chapman's paralegals, Finance Law Development Analysts, Practice Management Specialists, and Case Assistants are integral members of our client teams and key contributors to our firm's success. Our paralegals and client service professionals work side by side with attorneys on challenging and interesting matters for some of the most well-known banks, financial companies, and market participants in the world. Every paralegal and client service professional at Chapman does important work that matters.

At Chapman, we want our people to stay with us, which is why we are so committed to the recruitment, retention, and advancement of talented paralegals and client service professionals. We work on teams and value collaboration, dedicated client service, and mutual respect. We also know that innovation comes from diverse teams, and we value the wide variety of skills and experiences our paralegals and client service professionals bring to the table.

Paralegals and client service professionals enjoy working at Chapman because we encourage the pursuit of professional development and we provide the training, benefits, and flexibility necessary to support creative thinking and long-term career growth. We pair our paralegals with supervising partners who monitor workloads and provide mentorship and career guidance. We also provide a monthly training program specifically tailored to paralegals and client service professionals—rotating between mentoring circles and substantive training sessions, the topics of these sessions come from both attorneys and our paralegals and client service professionals themselves. We further provide monthly substantive training sessions with respective practice groups and regular on-the-job training. In addition, the firm makes resources available for our paralegals and client service professionals to join industry organizations and attend external conferences.

Chapman provides a dynamic, supportive environment in which to engage in interesting and rewarding work. We offer competitive compensation and generous benefits; flexible work arrangements, including hybrid, remote, and in-person arrangements; professional association reimbursement; parental leave; and access to backup child and elder care.

Ready to apply?

Please review our open [Paralegal and Client Service Professional](#) positions and check back periodically if no openings are posted at this time.

Paralegal-Client Service Partner

Jessica A. Hoffer