



# PRACTICE MANAGEMENT COURSE 2022

Sponsored by



THE LAW SOCIETY  
OF NEW SOUTH WALES

## WHY CHOOSE THE LAW SOCIETY'S PRACTICE MANAGEMENT COURSE?

Are you looking to start your own legal practice? Maybe you plan on joining an already successful practice as its newest principal?

In NSW, lawyers who want to become the principal of a legal practice must first undertake an accredited legal practice management course that meets guidelines set by the Law Society of NSW.

If you are considering becoming a principal, the Law Society of NSW Practice Management Course will provide the knowledge and skills you need to run your legal practice.

By attending the Law Society's Practice Management Course, you will learn how to run an efficient and cost effective practice by employing business management skills, quality systems, and informed leadership strategies.



### Your trusted source for PMC

As the governing body and voice of the profession, we offer the highest quality training and ongoing support.

### Flexible approach

Choose the format that best suits you, either our blended PMC or online-only PMC.



### Interactive course design

Our PMC course includes a variety of activities, assessments, readings, and discussions led by our expert team of presenters.

### Member discount

We offer a significant registration discount for members, making us one of the most competitive PMC courses on the market.



## COURSE STRUCTURE

The Law Society's Practice Management Course has three components:



These topics and related activities are made available online for completion one week before the three-day program commences and help prepare you for the live program.

The course involves three full days of live programmed topics. Throughout the year we offer the three-day program in two formats:

- **Blended learning:** Attend the Law Society's Phillip Street premises for three face-to-face days, while completing your activities and readings online. Lunch and refreshments will be provided.
- **Online:** Attend three full-day sessions online, featuring a program of interactive live webinars in addition to online activities and readings.

Several topics can be completed in your own time, including the Trust Accounts Final Exam.

To pass the course, you are required to attend the three-day program (either online or face-to-face) and complete all pre-program and self-guided topics, including the Trust Accounts Final Exam.

## WHAT YOU WILL LEARN

Register for our Practice Management Course and gain the skills you need to succeed as a principal lawyer running a profitable practice.

By attending our course you will learn about:

- business planning
- finance essentials and taxation strategies
- pricing your services and billing the client
- avoiding pitfalls in trust money and trust records
- leadership and management techniques
- training reliable staff
- managing risk
- marketing methods to grow your business
- attracting and retaining clients
- ethics and responsibility

## PRESENTERS

Our experienced presenters will give you the tools you need to provide the highest quality services to clients, to engage your employees and run a successful practice for years to come.

Presenter	Position	Organisation
Linden Barnes	Senior Ethics Solicitor	The Law Society of NSW
Lee Bustin	Chief Information Officer	The Law Society of NSW
Lisa Butler	Managing Director	The Talea Group
Glenda Carry	Regulatory Compliance Solicitor	The Law Society of NSW
Gavin Connor	Team Leader, Trust Accounts Department	The Law Society of NSW
Malcolm Heath	Legal Risk Manager	Lawcover
Nathan Keats	Principal	McNally Jones Staff Lawyers
Dr Jemma King	Director & Founder	BioPsychAnalytics
Greg Livermore	Investigator, Trust Accounts	The Law Society of NSW
Frances Moffitt	Regulatory Compliance Solicitor	The Law Society of NSW
Paul Monaghan	Senior Ethics Solicitor	The Law Society of NSW
Sara O'Connor	Director	SOC Consulting
Greg Pazmandy	Senior Lecturer	University of Technology, Sydney
Andrew Rigney	Director	RBW Chartered Accountants
Kerrie Rosati	Principal	DGT Costs Lawyers
Caryn Sandler	Partner + Chief Knowledge & Innovation Officer	Gilbert + Tobin
Anne Siddons	Fidelity Fund Manager	The Law Society of NSW
Duncan Young	Director	Duncan Young Consulting

## 2022 DATES

Format	Dates
Online	7, 8 and 9 February
Online	4, 5 and 6 April
Blended Learning	6, 13 and 20 May
Online	30 May and 1, 3 June
Online	20, 21 and 22 June
Online	1, 8 and 15 July
Blended Learning	15, 16 and 17 August
Online	19, 20 and 21 September
Online	10, 12 and 14 October
Blended Learning	21, 22 and 23 November

Visit [lawsociety.com.au/pmc](https://lawsociety.com.au/pmc) for pricing and registration.

## CONTACT US

If you would like further information about the course or registration, please contact the Professional Development Department.

**Email:** [education@lawsociety.com.au](mailto:education@lawsociety.com.au)

**Phone:** 02 9926 0250