Marian Freed

ADMINISTRATIVE LEADERSHIP
Chief Administrative Officer

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Marian Freed joined the firm in August, 2000 as the Director of Administration of the New York office. She oversaw the growth of the office from 12 lawyers to 150 and from 35,000 square feet of space to 200,000 square feet.

In August, 2008, Ms. Freed become the firm Chief Administrative Officer. As CAO of WilmerHale she has responsibility for the Operations and Administrative functions of the firm worldwide. The Office Administrators in NY, Palo Alto, Los Angeles, London, Brussels, Berlin, Frankfurt, Beijing and the Operations Directors in Boston and DC report to her as do the Interior Designer, Special Projects Manager and Project Management Manager.

Ms. Freed is responsible for all firm office space from leases to build outs to opening new offices. She negotiates all firm wide leases and contracts which affect the firm's operation and administration and can range from facilities management to supplies to service excellence training. Ms. Freed also oversees disaster preparedness planning and firm-wide security. She works with the Office Administrators and Operations Managers on their budgets.

Ms. Freed has worked on the administrative side of law firms for 36 years.

Ms. Freed has spoken to students at New York Law School on several occasions on the proper way to conduct themselves during the law firm interview process.

Community Involvement

- Hastings-on-Hudson Education Foundation – Board of Directors – 1999-2008
- Hastings-on-Hudson PTSA – various board positions over the years (President, 1997-1998)
- Family-to-Family (organization which provides food and other life essentials for those in need in communities throughout the US)

Professional Activities

- Association of Legal Administrators, 1982 – present (various positions on the board for the New York chapter)

Credentials

EDUCATION

BS, Education, Boston University