

HALL BOOTH SMITH, P.C.



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Director of Legal Operations

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Biography

Joseph A. McAdams serves as the Director of Legal Operations at Hall Booth Smith, where he brings a wealth of experience in overseeing the strategic operations of mid-sized and large law firms.

Prior to joining HBS, Joe held the position of firm administrator at a mid-sized medical malpractice and civil litigation defense firm in Atlanta. In this capacity, he provided comprehensive oversight of all departments to ensure organizational efficiency. His expertise extended to authoring and implementing firm policies and procedures, resulting in heightened productivity and profitability.

Joe also served as an intellectual property practice group administrator at an international law firm, where he collaborated closely with the practice group lead to spearhead national initiatives. His responsibilities included the development and execution of processes aimed at enhancing the group's profitability and streamlining workflow across 20+ national and international offices, encompassing over 100 IP professionals.

Throughout his career in legal management, Joe has demonstrated proficiency in overseeing firm finances, human resources, recruiting, onboarding, training, compensation and productivity modeling, retention planning, accounts receivable and billing, as well as contract negotiation and acquisitions of new books of business.

HALL BOOTH SMITH, P.C.

Credentials

Education

- B.B.A., Mercer University, 2005

Memberships

- Association of Legal Administrators
- Atlanta Association of Legal Administrators