

Director of New Business Intake

Risk Management, London

About Winston Taylor

At Winston Taylor, we set the standard, together.

Winston Taylor is a transatlantic law firm built for the businesses, people, and markets driving capital and innovation. Here, you're in the room. In the action. Sleeves rolled up.

You'll work with leading clients. Disruptors. Fast-growth companies. And help them to stay one step ahead of the moment and make critical decisions that shape their future. We're present in the U.S., U.K., Europe, Latin America, and the Middle East, combining the scale and speed that clients demand.

You'll be trusted with real responsibility from the outset and build experience through hands-on work. We take your progression personally. We provide the platform. You shape the work around your goals and aspirations.

Step into the moments that matter. Join Winston Taylor.

The opportunity for you

Position summary

This is a senior leadership role at the heart of the firm's risk management function. Reporting to the Director of Risk, the Director of New Business Intake carries primary responsibility for the firm's Conflicts and AML function across the U.K., Ireland and Dubai. You will work as part of a single, connected, transatlantic team, partnering closely with colleagues in the U.S. to resolve cross-jurisdictional conflicts matters—moving quickly, operating as a genuine extension of the business, and delivering practical, to-the-point outcomes.

The role carries real regulatory weight. As deputy MLRO, you will handle internal suspicious activity reports and external SARs, with support from a Senior Financial Crime Analyst. You will also act as the firm's Anti-Bribery & Corruption Officer and Sanctions Officer — positions that demand sound judgement, clear communication and the confidence to advise senior stakeholders decisively.

You will build close relationships with colleagues across the business, attend Heads of Business Professionals meetings, and contribute to broad operational matters — this is a role that operates well beyond the boundaries of a traditional compliance function.

You will lead a team of around 25 analysts across AML and Conflicts. The Business Acceptance Manager, based in the firm's Liverpool office, will support you with day-to-day team management—giving you the space to focus on leadership, stakeholder relationships and the more complex decision-making that comes with this role.

Experience of ABA Conflicts rules and conflicts resolution is a clear advantage for this role, given the pace at which we operate and the expectation that you will act decisively in a complex, cross-jurisdictional environment.

Job title

Director of New Business Intake

Recruiting manager

Director of Risk

Department

Risk Management

Working hours

Monday to Friday
(9:30 am–5:30 pm)

Working at least three days a week
from our offices.

Location

London

Perm/FTC

Permanent

Salary

Competitive

Working pattern

We are committed to finding the right person for this role and are open to discussing flexible working patterns.

The opportunity for you

Position responsibilities

- Overall day-to-day responsibility for Business Acceptance within the firm, including acting as a point of escalation where necessary for the Business Acceptance and the Senior Analysts. Occasional visits to the Liverpool office are likely to be required.
- Acting as deputy MLRO and supporting the MLRO with a range of relevant issues, including dealing with internal suspicious activity reports and external SARs. There is support within the team on financial crime from a Senior Financial Crime Analyst.
- Being a point of liaison for the US Conflicts team on issues arising and supervising a team of London based analysts who are being recruited to assist with US Conflicts issues.
- Keeping up-to-date with changes in relevant legislation, policies, procedures and practices.
- Acting as the firm's Anti-Bribery & Corruption Officer and monitoring the Gifts and Hospitality register, including providing advice to partners and fee earners on potential bribery and corruption matters.
- Acting as the firm's Sanctions Officer and advising partners and fee earners on potential sanctions issues.
- Supporting the MLRO and Director of Risk during regulatory audits and visits and ensuring audit points/findings are actioned.
- Supervising the Business Acceptance Manager in preparing documentation for the annual AML Risk Assessment and the annual Independent AML audit.
- Developing close relationships with other business professionals to facilitate co-operation and knowledge sharing and attending regular Heads of Business Professionals meetings to provide input into broad operational issues.
- Organising and presenting training on risk topics as necessary.

The opportunity for you

Experience, skills, and qualifications

Experience and skills

- Able to demonstrate understanding of the risks faced by an international commercial law firm, having gained experience working in risk and compliance in an international law firm.
- Ability to manage the resolution of legal and commercial conflicts of interest with regards to the applicable regulatory requirements and taking account of the competing needs of the firm's partners and offices; Experience of the US ABA conflict of interest roles will be an advantage and will need to be learned by any candidate who does not have prior experience of them.
- Ability to communicate effectively with individuals and teams at all levels across the firm's UK and international practices.
- Understands the demands of fee earners and can provide commercial solutions under pressure—you're calm and professional in the face of competing demands.
- Able to manage a range of projects effectively to completion.
- Approaches challenges logically, identifying issues in complex situations and communicating solutions effectively.
- Shares knowledge across the team and provides ongoing instruction and support—you lead by example.
- Actively promotes teamwork across the risk management team, promoting a team culture that encourages co-operation, support and knowledge sharing.
- Excellent time management and organisational skills

Education

- A university degree
- Qualified solicitor or barrister or experienced risk professional

Recruitment journey

Stage 1

Interview



Rob Fowler
Head of Talent
Acquisition & Strategy

- London
- +44 20 7300 4841
- Rob.Fowler@winstontaylor.com



Hannah Jackson
Senior Recruitment
Manager

- London
- +44 20 3077 7262
- Hannah.Jackson@winstontaylor.com



Daniel Cheasley
Senior Recruitment
Advisor

- London
- +44 20 7300 4965
- Daniel.Cheasley@winstontaylor.com

Stage 2

Interview two

Stage 3

Meet and greet
with some of
the team



Kendell Woods
Senior Recruitment
Advisor

- Liverpool
- +44 151 335 5192
- Kendell.Woods@winstontaylor.com



Meg Vaughan-Irving
Recruitment Senior
Coordinator

- Liverpool
- +44 151 335 5277
- Meg.Vaughan@winstontaylor.com



Lottie Williams
Onboarding Senior
Advisor

- Liverpool
- +44 151 335 5191
- Lottie.Williams@winstontaylor.com

Stage 4

Induction

Stage 5

Ongoing
development

We are committed to making all stages of our recruitment process accessible to candidates with disabilities or long-term health conditions.

If you consider yourself to have a disability or long-term health condition, please feel free to be open about this at any point during the recruitment process. This will be dealt with in a confidential manner. If you are not sure what adjustments you require, we will work with you to establish the most suitable adjustments at each stage of the recruitment process.

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