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**EMAIL**

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**EDUCATION**

Suffolk University

MA, MBA

University of Massachusetts

BS

## Gary Goodwin

### Executive Director

Gary Goodwin is the firm's Executive Director. He has over 30 years of experience in the legal industry, with more than 20 as an Executive Director, serving as a trusted advisor to firm leadership. Gary manages the firm's day-to-day business operations and works closely with the Executive Principal and Executive Committee in developing, executing, and monitoring the firm's business and strategic objectives and overall goals.

He also oversees all administrative operations including accounting and finance, human resources and recruiting, information technology, marketing, professional development, information resources, and facilities. Since joining the firm in 2016 as the firm's first Executive Director, Gary has played an integral role in strengthening Groom's technology infrastructure, automating processes, revamping procedures and bolstering the firm's marketing, human resource, and professional development efforts.

As a member of the firm's leadership team, he also plays an important role in the budgeting and compensation process for all levels of the firm and contributed to the implementation of the firm's successful culture initiative. In addition, he played a key role in overseeing and managing the transition to remote work and the eventual creation of a flexible hybrid work plan.

Prior to joining Groom, Gary spent 14 years as the Executive Director at an Am Law 200 firm in New York and started his career in legal as part of the accounting team at an Am Law 100 firm in Boston, where he spent 13 years, many of which were overseeing financial operations as their Controller.

In his free time Gary enjoys golfing, playing basketball, reading, and spending time with family on Cape Cod.

## **PROFESSIONAL AFFILIATIONS**

Member, Association of Legal Administrators

Former Chair, ALA Large Firm Principal Administrator Steering Committee and the  
Large Firm Principal Administrator Education Committee

Former Member, New York State Bar Association Law Practice Management  
Committee