

Toni Brinson

**Director of
Administration**
abrinson@jenner.com

Office
New York

Phone
+1 212 891 1632



Overview

Toni is the Director of Administration of Jenner & Block's New York office. She is responsible for directing the service teams that support the overall functioning of the New York office. These teams include Office Services, Reception, Hospitality, and Facilities. Among other duties, they provide direct lawyer support and plan internal and external events. Toni works closely with the New York Office Managing Partner, firm leadership, and other department heads to help develop and execute firmwide initiatives.

Toni first joined Jenner & Block in February 2006, three months after the New York office opened. She remained with Jenner until 2019 and rejoined the firm in September 2022. Prior to rejoining Jenner, Toni was the Office Administrator of the New York office of another AmLaw 100 law firm, where she oversaw an approximately 150-person office. Toni holds a master of public administration from the City University of New York's Bernard M. Baruch College and a certified professional certification from the Society of Human Resource Management. She is an active member of the local and national chapters of the Association of Legal Administrators.