

A decorative graphic on the left side of the dark grey header, consisting of three parallel diagonal stripes in red, yellow, and teal.

INTERNATIONAL LAW FIRM
TRAINEE OPPORTUNITIES IN LONDON

trainee.[edwardswildman.com](https://www.edwardswildman.com)



HELEN CLARK

**PARTNER,
TRAINEE PRINCIPAL AND
HEAD OF HUMAN RESOURCES, UK**



I am the Trainee Recruitment partner for our firm in London. It is my responsibility to select people who will become our partners of the future. This is no mean feat. There are lots of intelligent and hugely interesting people out there. I know it is also a tough and time consuming process to narrow down your search to firms which will be the right fit and allow you to flourish.

I really enjoy also being the Trainee Principal for the firm. It is important to me and my fellow partners to ensure that in addition to the firm realising its expectations of trainees, each trainee enjoys their training contract and is equipped to start their qualified legal career with confidence.

We hope we offer trainees something unique: the excitement and challenge of high value and complex international work, with opportunities for secondments and travel, in the supportive environment of a small, strong established City practice.

We are delighted to have been a winner in a number of categories in the Lex 100's annual surveys of trainees for a number of years. We believe the Lex 100 surveys acknowledge the regard in which we hold our trainees and the importance we place on the quality of their training and well being.

We were also proud recipients of the 2008, 2009 and 2010 LawCareers.Net Award for "Best Work Placement Scheme – City Firm".

I look forward to meeting you.



A SELECT FEW...



JOANNE CARTER

DEGREE
MODERN LANGUAGES & LINGUISTICS

UNIVERSITY
YORK

LAW SCHOOL
BPP, MANCHESTER & LONDON

We like being able to offer you a very personalised training contract and so keep our trainee intake deliberately small. We will talk to you frequently about the work you are doing and what else you would like to do.

With a smaller group, we really get to see you and your potential from day one and our multi-level support network ensures you get lots of individual attention to build on your strengths and capabilities. You will also form close ties with your fellow trainees very quickly. Knowing what each trainee is working on and with whom gives you fantastic insight into the firm's lawyers and their work from early on.

Selecting small groups of trainees, developing them through their training contract and on through qualification and beyond is fundamental to the growth of the firm. We take their selection and training very seriously.

"Being one of a small intake of just 8 trainees each year means a high level of exposure, not only to quality work and tailored training but to lawyers from all levels within the firm and the learning experiences that come with that." JOANNE CARTER

MAKE YOUR MARK...



CRYSTAL RANDELS-MILLS

DEGREE
LAW

UNIVERSITY
UNIVERSITY OF WALES (BANGOR)

LAW SCHOOL
COLLEGE OF LAW, LONDON

Our trainees cannot take a back seat. You will be a highly visible and integral part of the teams in which you work. Our trainees are expected to take on as much responsibility as they can handle and are really encouraged to add something to the matters they work on. With appropriate support, this is a great way for you to build confidence in your abilities. We select trainees who enjoy working in a team but who can show the initiative to go it alone, if required.

You will also start to learn the vital skills of business development. We are keen for lawyers at all levels to build relationships with contacts/clients and their peers.

“At Edwards Wildman you will not just be one in a hundred trainees. There’s exciting and varied work in a supportive environment which encourages you to shine as an individual. In my first few weeks I have attended a number of client meetings. In addition, I have an Employment Tribunal hearing and a mediation coming up.” **CRYSTAL RANGLES-MILLS**

INTERNATIONAL WORK...



MARTIN HENSHALL

DEGREE
LAW

UNIVERSITY
UCL

LAW SCHOOL
BPP, LONDON

In our practice areas, the work we do rivals that of the largest City firms, but your training experience will be a very different one. Whether our clients are forming, merging, acquiring, selling, suing, defending, arbitrating, innovating or complying, much of the work will emanate from the US, Bermuda, Africa, Hong Kong and Europe. It will often involve cross-border elements, requiring the examination of conflicts of law, international enforceability and jurisdictional disputes. You will have all the excitement and challenge of high value and complex transactions and disputes but in a more supportive and collegiate working environment.

If you have language skills that you are keen to use, you will be in good company. Our lawyers have skills in a wide range of foreign languages and in London these include Mandarin Chinese, French, German, Greek, Hebrew, Italian, Portuguese and Spanish.

We are keen for our trainees and associates to experience the work and atmosphere of our offices outside London. These secondments have included our New York, Boston and Hong Kong offices.

“Throughout my training so far, I have found there is a huge amount of interesting international work. I have assisted on a number of matters where every aspect of the case, from the location of the parties to the place where the dispute occurred, seemed to involve a different country! The inherent challenges that come with that can be demanding but they’re also very satisfying to work on.” **MARTIN HENSHALL**

GREAT TRAINING...



PRINA PATEL

DEGREE
POLITICS AND EASTERN EUROPEAN STUDIES

UNIVERSITY
UCL

LAW SCHOOL
BPP, LONDON

We really believe that you learn best by doing, getting involved in real work from the start, but with the right level of support and feedback.

Your training contract is divided into four seats in different practice areas, each lasting six months. Your supervisor may be an associate or a partner. We aim to ensure you get a chance to sit with both as the experiences will often be quite different. We will spend significant time with you discussing the progress of your on-going seat. We will also talk to you about your next seat choice to ensure you are moving to an area which interests you.

A number of our more experienced trainees spend time on secondment, usually six months. Trainees find it helps them develop a real understanding of our clients' needs. Some of the secondments we have offered include the Financial Services Authority, Shell, Harrods, Richemont and a global online retailer. From time-to-time there are also opportunities for trainee secondments to the firm's offices outside London.

We attach great importance to offering you the best skills training to supplement your working experiences. In addition to the Professional Skills Courses, we have a comprehensive tailored training programme in our key practice areas, as well as business development and finance.

"The training programme provided by Edwards Wildman at trainee level goes well beyond expectation. Significant time is set aside developing practical and business knowledge as well as legal skills. In my first few weeks I had the chance to put what I learned into practice straight away through the work I was involved in." **PRINA PATEL**

A BALANCED APPROACH...



CHRIS RIACH

DEGREE
SCOTS LAW

UNIVERSITY
GLASGOW

LAW SCHOOL
BPP, LONDON

There is no denying that becoming a good lawyer is hard work and once you have qualified that hard work will continue.

There will be times when you will need to work late, particularly as your work will be across a number of different time zones. But this is easier in a good humoured and supportive working environment. And if you are in the office late, it is because there is valuable and interesting work to be done. When the work is done, people are encouraged to go home. No-one stays late for appearances.

We understand the importance of people's lives outside work and respect the need to strive for a good balance. We want you to enjoy your work and the environment you work in and we are fiercely proud of our reputation for being a truly friendly firm.

It is important to feel that the skills you learn and use as a commercial lawyer can also be used to help others; or you may be looking for opportunities to gain or build on other non legal strengths and experiences. We actively encourage our staff to take part in pro-bono work, including at the Citizens Advice Bureau and through the Lloyd's Community programme, LawWorks and Fair Trials International. You can read more about these schemes on our website.

"Before starting at Edwards Wildman, whenever I spoke to any employees I heard about how impressed they were with the work/life balance promoted by the firm. I am delighted to report that the rumours are true. Everyone in the firm works hard and is incredibly professional, but clearly everyone takes a lot of pride in being friendly, approachable and genuinely interested in getting to know us. I signed up for the firm football team, a paintball evening and a conker tournament not to mention being made responsible for the firm's annual quiz night." **CHRIS RIACH**

A DAY IN THE LIFE

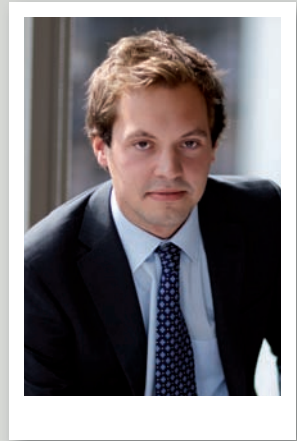
TOM MCKERMAN

DEGREE
LAW

UNIVERSITY
NOTTINGHAM

LAW SCHOOL
NOTTINGHAM LAW SCHOOL

SEAT
INSURANCE LITIGATION



- 8:45 AM I arrive at the office and, first things first, arrange for the Friday morning caffeine fix. Sufficiently revived, I check my calendar for the day and make a mental note of my appointments. I then catch up with a few emails that have come in overnight and update my to do list, prioritising outstanding tasks in the process.
- 9:15 AM I take a note of a phone call between my supervisor and the junior counsel we are working with in connection with an insurance claim. Following the call my supervisor and I have a quick chat regarding outstanding action points in light of the call. I make a quick note of these and reprioritise my to-do list accordingly.
- 10:30 AM A partner in the group has given me a piece of legal research to undertake into a particular aspect of insurance contract law. As a starting point, I head down to the library and have a quick flick through some of our texts to see how much relevant material there is. I arrive back at my desk with the two books that look most likely to be of use, and set about honing in on the details, looking up some of the case law and cross-referencing my conclusions online. Once I have a good feel for the concepts, I draft the outline of a research memo.
- 12:30 PM Lunch time. I head down to the office cafe for a hot meal with some of the other trainees and a few hard-fought games of table football. It's a good space in which to meet up and discuss what we're all working on.

1:30 PM

Along with a partner and my supervisor, I attend a conference with our counsel and a witness of fact who is also a director of our client company. The matter in question is a relatively busy piece of litigation and we are quickly moving through the timetable which the Court has laid down. The purpose of today's meeting is to finalise our witness statements. My primary task is to take a thorough note of all that is said, but it is also fascinating to listen as our case theory develops and we attempt to extract as much information as possible from our witness. I'm grateful to have this kind of insight at all levels of the matter, and I feel engaged by the factual and legal issues in the case.

3:30 PM

Back at my desk, I grab another coffee and review the research memo which I drafted in the morning. I check one or two points of law, work on the structure of the note and then, once I am happy, I hand it to the partner.

4:30 PM

It is my turn to write an article on a recent case for the Insurance Group blog. I print out the case in question, sent to me the day before by our Professional Support Lawyer, and sit down to digest it. The blog requires a succinct summary of the facts and the legal issues in the case. It is targeted at our clients and prospective clients with the aim of keeping them abreast of developments which affect their industry. It's a fairly typical trainee task but it's one which I enjoy and a useful way of staying up to date with the latest decisions.

5:30 PM

I receive a call from our junior counsel, who wants me to put together a small bundle of documents. Once I have established what she is looking for, it doesn't take me long to track down the various documents. I am pretty well versed in our disclosure bundles, having been working on the matter for a number of weeks. Once I have the clip organised, I hand it to my PA to be scanned and sent.

6:00 PM

I check my appointments for the following Monday, before popping down to the tennis courts next door to the office for a couple of sets of doubles with some colleagues. After that it's Friday night drinks in one of the pubs around Liverpool Street with a few of my fellow trainees.

"I attend a conference with our counsel and a witness of fact who is also a director of our client company... The purpose of today's meeting is to finalise our witness statements but it is also fascinating to listen as our case theory develops and we attempt to extract as much information as possible from our witness. I'm grateful to have this kind of insight at all levels of the matter, and I feel engaged by the factual and legal issues in the case." **TOM MCKERNAN**

A DAY IN THE LIFE

RIECHA SHARMA

DEGREE
POLITICS

UNIVERSITY
NOTTINGHAM

LAW SCHOOL
COLLEGE OF LAW, LONDON

SEAT
COMMERCIAL LITIGATION



9:15 AM

I arrive at the office, grab a cup of tea and sit at my desk to catch up on emails and check my calendar. One of the matters I've been involved with has progressed to trial and we have been at the High Court every day over the past two weeks so I have plenty to catch up on back in the office. I jot down a to-do list of tasks for the day, which is a particularly useful habit to keep up when you're working for a number of different people in the department.

9:30 AM

I head down to a weekly departmental meeting where I hear about developments in the work all the fee earners are involved with. It's a good way to find out what everyone else is occupied with.

9:45 AM

Back at my desk I notice I have a message from a pro bono client I am advising. I call up the client and get an update from her, taking down a note of the call. After the call I make a few changes to a letter I was working on before sending it to the client for her approval. The firm is keen to encourage trainees to get involved with pro bono work and it's an excellent way for trainees to gain first hand experience of advising clients as well as all the ancillary tasks like managing a file.

10:15 AM

Writing articles and pieces for the blog is a regular task for trainees and other fee earners, something I didn't appreciate until I started working at Edwards Wildman. It's a useful way of increasing your knowledge about particular areas of law, some of which you may not have come across before. I have a deadline coming up for my article on anti-corruption enforcement so I start researching the topic in detail and draft an outline.

12:00 PM	An associate asks me to assist her with a task. She gives me an outline of the matter – our client is settling a debt claim – and asks me to have a go at drafting a settlement agreement and consent order.
12:30 PM	Lunch is usually spent down at our canteen with the other trainees, but today we have a trainee workshop on competition law. The trainee workshops are usually delivered by a partner or senior associate in the relevant practice area and are a good way to learn about an area of law we have yet to work in. The added bonus is the free lunch!
1:45 PM	After the workshop I continue my research before moving on to draft the settlement agreement and consent order. I have a few questions that I ask the associate before finalising the agreement for her to review.
3:00 PM	The evidence stage of the trial is complete but closing submissions are to be filed tomorrow, and delivered the day after. I attend a conference call with my supervisor and counsel where they discuss closing submissions and our strategy for weakening our opponent's case whilst presenting ours in the best possible light, based upon the evidence we have heard over the last two weeks. I have been involved in numerous calls and meetings with counsel and the client, culminating with my attendance at the trial. This has been a fantastic experience for me, giving me very useful exposure to strategy discussions, as well as developing my ability to identify weaknesses in our opponent's case.
3:45 PM	Following the call, I receive an email from counsel asking me to complete the cross references in his submissions and tidy up the document. As I was responsible for putting together the core bundles of documents for the trial as well as managing all the inserts and amendments across all the trial bundles (amounting to over 40 files in total!) I am very familiar with the documentation relating to this case. Being so involved in this trial has given me a real appreciation of the sheer volume of trial documentation and the importance of keeping it all completely up to date. This is usually a trainee role, and if you're not organised it can be very embarrassing in front of the judge if anything goes wrong!
7:00 PM	I send the finalised document back to counsel, check my calendar to see if anything requires advance preparation for tomorrow morning then head to a local bar with a couple of the trainees for the day's debrief over a glass of wine before heading home.

"I have been involved in numerous calls and meetings with counsel and the client, culminating with my attendance at the trial... This has been a fantastic experience for me, giving me very useful exposure to strategy discussions, as well as developing my ability to identify weaknesses in our opponent's case." **RIECHA SHARMA**

WHAT WE ARE LOOKING FOR

We want trainees who are committed to doing the very best job they can. They will be energetic and motivated, with lots of common sense:

- We want candidates with excellent academics who have or are likely to achieve a 2.1 honours degree or above and have at least 300 UCAS points or equivalent.
- We look for adaptable individuals, who can think on their feet.
- You will need to demonstrate good analytical skills and attention to detail.
- You should be self-motivated and like to get involved in lots of activities outside your studies, showing a good level of commitment and achievement in these.
- We value great communication skills and look for evidence that you have worked in teams, taken on responsibility and are not afraid of hard work.
- We place emphasis on you having an understanding of business issues/commercial awareness.
- We like to read applications from individuals who can be perceptive about the things they have done and what they have learned from their experiences.

"I find that a trainee who is industrious and dynamic tends to get much more out of their training during the two years."

ANTONIO SUAREZ-MARTINEZ, COMMERCIAL LITIGATION PARTNER AND SEAT SUPERVISOR



LONDON PRACTICE AREAS

Our work in London spans the following practice areas:

- Asset Tracing and Recovery
- Banking and Finance
- Commercial Litigation
- Competition
- Employment
- Energy and Offshore Engineering
- Insurance and Reinsurance
- Intellectual Property
- International Arbitration
- Public International Law
- Private Equity and Venture Capital
- Product Liability
- Regulatory and Transactional
- Restructuring and Insolvency
- Technology
- Telecommunications

“The expansion of our practice in London, the development of Competition, IP, Private Equity, Finance, Technology and Telecommunications practices and opening offices in Hong Kong and Tokyo are all having a very positive impact on all our lawyers. We are, however, determined, that none of these developments will come at the expense of our high quality training programme for trainees, nor of the collegiate and supportive culture which is central to their development into our future partners.” **LAURENCE HARRIS, PARTNER IN CHARGE, LONDON OFFICE**



KEY FACTS/DEADLINES

TRAINING CONTRACTS

We recruit up to eight trainees per year (two years in advance).

2014 training contract application deadline: 31 July 2012

Online form only

SALARIES & KEY BENEFITS AS AT SEPTEMBER 2011

Starting salary: £38,000

- Trainees are part of the firm's bonus scheme
- 25 days holiday per year
- Gym membership subsidy
- Season ticket loan
- Private medical insurance
- Childcare vouchers
- Ride to work scheme

SPONSORSHIP AND MAINTENANCE AS AT SEPTEMBER 2011

If you secure a training contract, prior to the start of law school, we pay fees for the GDL and/or LPC, in addition to maintenance.

Maintenance inside London: £7,000 (per annum)

Maintenance outside London: £6,500 (per annum)

ONLINE APPLICATION

To access the online application form and learn more about us, please go to trainee.edwardswildman.com



INTERVIEW PROCESS

We invite candidates to assessment sessions where they take part in group and individual activities designed to test their team working abilities, commercial sense and communication skills. Successful candidates go through to a partner interview. For those who do not succeed, we offer one-to-one feedback sessions on the day. Assessments are usually held during the last week of August (three different dates), with offers made from the first of September.

SUMMER PLACEMENTS

Our scheme involves a mixture of work experience, shadowing trainees, skills sessions (often run by partners), talks, trips and social events. We try to involve you as much as possible in whatever client work we can. You might be attending meetings, participating in conference calls, going to hearings or taking part in project work and research tasks. We plan a programme from which we hope you'll learn lots, gain as much insight into the firm, the people and the work it does as you can and have fun! In a previous Lex 100 survey our summer scheme scored a perfect 10! We also won the LawCareers.Net Award for "Best Work Placement Scheme – City Firm" in 2008, 2009 and 2010. We hold interviews for summer placements and these take place in the Spring.

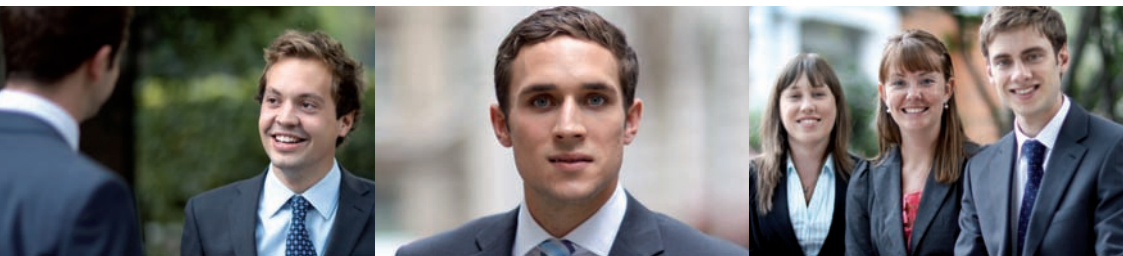
2012 Summer placement deadline: 24 February 2012

Online form only

OPEN DAYS

We hold a number of open days each year to give you the opportunity to visit the firm, take part in workshops, meet and ask questions of partners, associates and trainees. We aim to give you a sense of the firm as a whole and help you decide if our firm is the right one for you.

Please see our website for our 2011/12 open day dates and for details of how to apply online.



HOW TO FIND US

Edwards Wildman Palmer UK LLP

Dashwood

69 Old Broad Street

London EC2M 1QS

UK

tel: +44 (0)20 7583 4055

fax : +44 (0)20 7353 7377

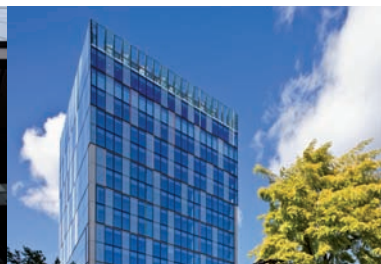
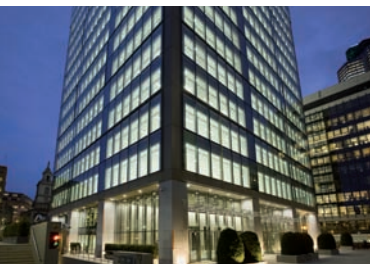
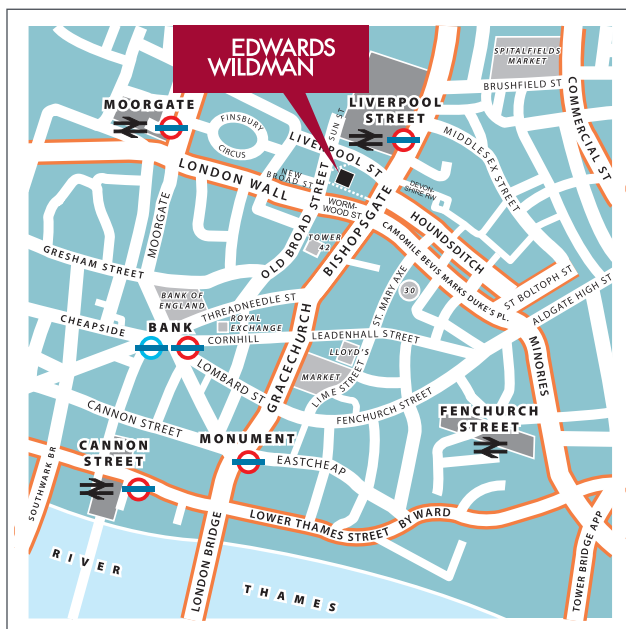
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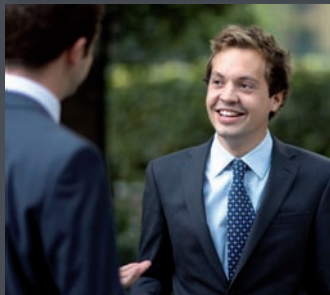
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