

fladgate



SOLICITOR
APPRENTICESHIPS
2023/24



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WELCOME

Hello, I am Jonathan Riley, a partner and the apprenticeship principal leading the solicitor apprenticeship initiative within Fladgate. Thank you for taking the time to look through this brochure – we really hope it explains why Fladgate is such a great place for you to undertake your training. As a solicitor apprentice at Fladgate, you will receive top-quality support and training to qualify as a lawyer while earning a competitive salary and working with a great team.

When you are here, you will be encouraged to contribute ideas and suggestions – because it is your ideas that will shape the continued success of our business.

We will support you to be your best. For us, that means learning how to be a great lawyer and businessperson, as well as learning how to maximise your personal growth - including the skills to manage your mental and physical well-being.

We recruit solicitor apprentices hoping that they will become the future leaders of the firm. Becoming part of the Fladgate family as an apprentice is a big decision for you and for us, so we will work with you to make sure that Fladgate is right for you and that you are right for us.

We are ambitious, inclusive, hardworking and cheerful. We are proud of our diverse team; we have no barriers (and every encouragement) for all members of our firm to succeed in their field – to be the best they can be. If the above sounds like your kind of firm, we would love to meet you.

A portrait of Jonathan Riley, a middle-aged man with short brown hair, wearing a dark blue suit, white shirt, and a red patterned tie. He is smiling slightly and has his arms crossed. The background is a solid purple color.

Jonathan Riley,
Apprenticeship Principal



ABOUT US

Fladgate is an innovative, progressive and commercially astute international law firm, underpinned by clear and dynamic thinking. We pride ourselves on our unique structure which allows us to deliver a partner-led model that is about keeping things personal, being agile, valuing intellectual rigour, and taking an enterprising approach.

From our base in the heart of Covent Garden, the firm services a wide range of corporate, institutional and private clients. Today we are one of the UK's top 100 law firms, with over 92 partners and over 230 staff, including 93 associates, senior associates and professional support lawyers.

In addition to advising a substantial UK-based client base, the firm provides a proactive and efficient service for clients with international business through specialist groups which serve continental Europe, India, Israel, South Africa, the Middle East, US, Canada and the Asia Pacific region.

Operating from London and comprising multilingual and multi-qualified lawyers, these groups facilitate cross-border activities for a diverse range of companies. The firm is a member of the International Lawyers Network, a worldwide non-exclusive association of high-quality full service law firms based in 67 countries.

WHAT WE DO

Fladgate has a broad skills base that covers a wide spectrum of legal services across the business lifecycle and shaped to operate collaboratively to move fast and flexibly:

- Dispute Resolution: which includes regulatory, corporate governance and investigations, banking and financial services litigation, contentious construction, international commercial arbitration, insurance, contentious trusts and family, civil fraud and asset protection.
- Corporate: including commercial, sports, IP, private capital, capital markets, M&A, tax, restructuring and employment.
- Real estate: including planning, non-contentious construction, real estate finance and real estate litigation.
- Funds, Finance and Regulatory: including investment funds, private equity, fund managers, asset and investment managers, promoters, sponsors and investors ; alternative finance providers, banks and debt funds, family offices, owner manager businesses, private equity funds and corporate borrowers FCA applications, advice on UK regulatory frameworks, fund related advice.



THE SOLICITOR APPRENTICESHIP SCHEME



Gaining experience in one of our core fee earning departments



Undertaking seat rotations
alongside our trainee cohort

Fladgate will be offering up to 4 Solicitor Apprenticeship positions biannually. The programme combines practical work-based learning with formal study at the University of Law (Ulaw). We're offering a 6-year programme working alongside lawyers in our core fee-earning departments.

WHY CHOOSE THE APPRENTICESHIP SCHEME AT FLADGATE?

What sets us apart?

Here at Fladgate we believe in our people and we pride ourselves on our commitment to being friendly, personable, smart, collaborative and enterprising. It is our people who shape the Firm and we are committed to promoting and supporting the success of all of our 'up and coming' aspiring solicitors... potentially the future Partners of Fladgate.

As a solicitor apprentice at Fladgate, you will gain hands-on experience working alongside industry leading fee-earners whilst simultaneously completing a fully funded law degree at the University of Law. This means you could qualify as a Solicitor within 6 years, with no student debt, whilst earning a competitive salary and receiving first rate "career-changing" training, at a Top 100 law firm.

The nature of our business and small intake of solicitor apprentices each year means you will be given exposure to a variety of different learning opportunities and a great deal of guidance and support from an early stage.

THE ROLE - WHAT TO EXPECT

As a solicitor apprentice at Fladgate you will be exposed to a core of contentious and non-contentious practice areas. You will work in one of our four fee-earning departments (Dispute Resolution, Corporate, Funds Finance & Regulatory and Real Estate) for four days a week, and study for one day per week, externally with the University of Law.

A comprehensive induction will ensure solicitor apprentices are fully immersed into their new role at Fladgate. There will also be regular training provided and informative sessions to stay up to date on any legislative changes.

The University of Law will also host an induction and provide the opportunity to meet other apprentices at different firms.





WHAT WE OFFER

Fladgate are highly competitive in the market when it comes to remuneration. As a solicitor apprentice you will receive all of our core company benefits as well as an annual salary and a fully funded Law Degree and Solicitor's Qualification Exam (SQE) completed at the University of Law.

As of September 2023, the starting salary for solicitor apprentices is £22,000, rising year on year up to £35,000 in year four. In the fifth year of the apprenticeship scheme you will join the graduate trainee cohort to complete a 24 month training contract. As such, your salary will be in line with your fellow trainees, which as of September 2023 sits at £46,000. If offered a role to remain at the firm upon qualification, you will receive a Newly Qualified Associate salary which is currently £80,000.

We outline our apprentice salaries below: *figures effective as of September 2023.





WHAT SUPPORT WILL I RECEIVE?

Every Fladgate solicitor apprentice will be provided with a carefully selected support network, comprised of:

- A day to day Associate supervisor who will ensure that you are developing the required skills and assist with your portfolio.
- An Apprenticeship Partner responsible for the oversight of the Firm's Apprentice programme.
- An HR point of contact for support throughout your apprenticeship.
- A "buddy" to help you settle into life at Fladgate.
- A skills coach from University of Law - a qualified solicitor from the ULaw network who can assist with your portfolio
- A University of Law Apprentice Manager, a key relationship manager for you to keep in touch with.



ELIGIBILITY

We aim to recruit astute, motivated and enthusiastic individuals. When we make our selection for the solicitor apprenticeship scheme, our focus is on developing our cohort into future associates, senior associates and one day, partners at Fladgate.

Our ideal candidate will have:

- A minimum of 2Bs & 1C achieved at A-Level or equivalent before joining (we are happy to consider predicted grades during the application process). Candidates must be a minimum of 18 years old upon joining.
- A commitment to a career in law.
- Excellent organisation, communication and team work skills.
- Reliable and dependable with meticulous attention to detail.
- Ability to work with technology packages such as Word, Excel and Outlook.
- Work experience in a legal or professional services environment would be advantageous though by no means essential.

HEAR FROM OUR CURRENT SOLICITOR APPRENTICES



Raihan Ahmed

What really sold the firm to me was that when given time to network with the trainees and partners, I was surprised with how open and easy to talk to everyone was, which I now come to realise is in line with the culture here at Fladgate!

Alicia Orange

I immediately felt welcomed upon meeting members of the firm at the assessment day, and was reassured that my opinion mattered, even prior to joining. The firm truly prioritises an open-door culture and for me, this demonstrates the key element of a supportive environment that wants to help each apprentice flourish.



Hamza Gallo

The part I personally enjoyed the most was the interactions with the trainees, associates and partners. This was a great chance to get to know the firm through its people, who were more than happy to answer questions about their work as well as their experiences working at Fladgate.

Robbie Howe

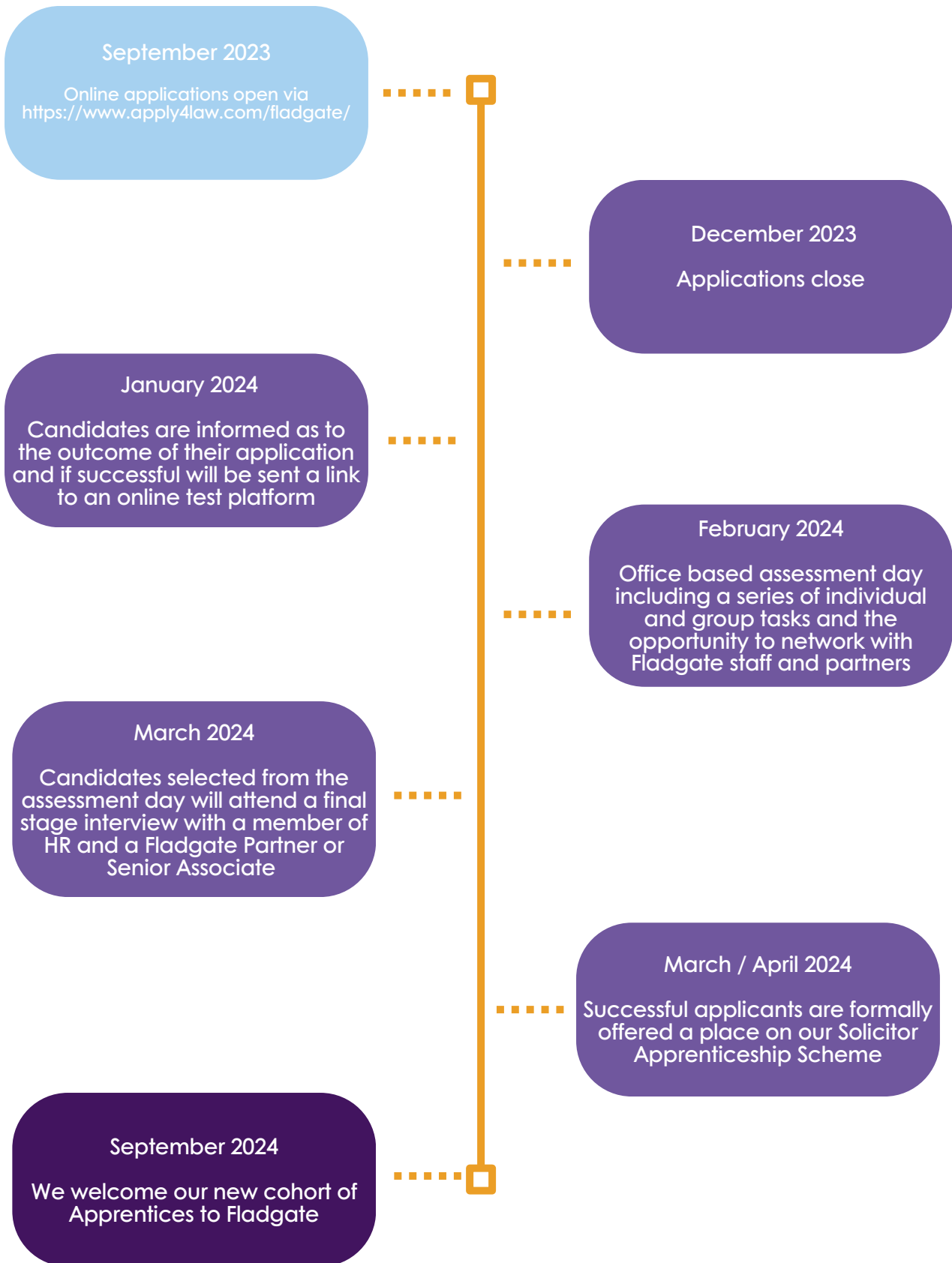
My recruitment process at Fladgate was extremely enjoyable. The communication with the HR team was very clear, with the assessment day and interview being a very good opportunity to meet some members of the firm.



James Velati

Working in such a positive environment with people who really do want the best for you is invaluable and extremely rare. During my application, we were frequently told how amazing the firm is, and how lovely the people are, and I can now confirm that it really is an amazing place to work!

APPLICATION & SELECTION PROCESS



INCLUSION & DIVERSITY



Our focus

We know that to achieve our inclusion and diversity objectives we need to focus on a number of areas:

Developing a diverse leadership - We have a mix of different ethnicity and genders on our leadership groups. We are working hard to improve the gender balance of our partner team aiming towards 30% female representation by 2025.

Attracting a diverse work force - This means adopting a properly personal approach when connecting with those interested in joining our team including: ensuring fairness in our processes; working with those, like recruiters, who help us in this; endeavouring to always have a balance of gender representation within the interview process.

Engaging with everyone in our team to ensure they are heard, supported and understood. Encourage everyone to develop their own voice in shaping our culture, their future and our service to clients. That might be working flexibly or that might be a specific career programme - everyone needs different things at different times.

Helping all our people in all roles to achieve their full potential. We provide training, coaching, internal mentors and buddies, whatever works for each individual and their own personal development path.



“As the Senior Partner of the Firm, I am acutely aware that our vision and values are built around the word ‘personal’. We are a people business dependent on brilliant client relationships. Inclusion and diversity objectives are therefore not ‘soft’ business aspirations, they are fundamental to our success”

A handwritten signature in black ink that reads "Sunil Sheth".

Sunil Sheth,
Senior Partner

INCLUSION & DIVERSITY



In 2018, the firm set gender representation targets for partners; we aimed to have no less than 25% female partners by 2020, which we achieved in 2019. Our next goal is to increase the number of women Partners by 24% - 33% by 2024.

We also set ethnic diversity targets in 2019. No less than 15-16+% of the firm to be from an ethnic minority background, including, at partner level, by April 2025. No less than 16% by April 2030.

We are proud of where we are, but there is always more that can be done. We want to continue to improve inclusion and diversity across the firm. We hold ourselves to account by monitoring and publishing data that shows our progress.

Our I&D strategy is led by **Claire Cherrington**, Director of People and Culture on behalf of the Executive Board, who works closely with our partner lead for I&D, **Helen Curtis-Goulding**. We also have employee and partner led networks across the firm who support and inform our inclusive culture at Fladgate.

We currently measure our success and progress in **six key areas**:

1. Leadership: to increase diversity in our leadership and ensure our leaders are inclusive
2. Recruitment and retention: to increase diversity across the firm
3. Experience and progression: to ensure a fair experience across all key people processes
4. Culture: to embed our inclusive culture and drive positive change
5. Wellbeing: to have happy and motivated people in a new world
6. Networks: to be collaborative and work together to achieve our strategy



Creating Possibilities
in East London



The Law
Society



Women in Law Pledge

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FAIR ACCESS TO QUALITY
WORK EXPERIENCE

A DAY IN THE LIFE OF A FLADGATE TRAINEE

ROBAIDH ALLIGHAN
NEWLY QUALIFIED SOLICITOR
DISPUTE RESOLUTION



8.15am: I normally arrive at the office at around 8.15. Having cycled into work, I shower and get ready for the day.

8:30am: I like to clear out my inbox and plan my to-do list for the day. The office tends to be quiet before 9.30, so this is also a good time to finish any outstanding tasks before more work comes in later!

9:00am: I am assisting a senior associate with the construction documents on a new development. We are drafting and negotiating the design team appointments on behalf of our developer client. The architect has sent through comments and amendments on its appointment, which require review. I mark up the proposed changes and draft a response setting out our client's position. The senior associate will review and amend the changes before we respond to the architect.

10:00am: My time in Construction is split between contentious and non-contentious work. We are currently acting for a developer client in a claim brought by a local authority for defective infrastructure works. I join a call with the partner, associate and our barrister about expanding the scope of the dispute to include additional defendants, who we say are ultimately liable. The litigation strategy is complex and I find it exciting to work as part of a wider team tackling the dispute.

10:45am: I tidy up my attendance note from the call and send it to the associate. It's time to pop out for a quick coffee – the area around Holborn does a good line in caffeinated treats!

11.15am: My action from the call with the barrister is to prepare the first draft of a letter to one of the additional defendants. I spend the time before lunch researching a point of law and start to draft the letter.

1:00pm: This week there is a training session put on by one of the local barrister's chambers. I have lunch on the client floor with the other trainees and some NQ solicitors while learning about mediation tactics. As well as regular training, the firm hosts lunchtime yoga and weekly PT sessions in nearby Lincoln's Inn Fields.

2:00pm: I spend some time after lunch finishing off the letter and send it to the partner for review.

4:00pm: One of our developer clients is raising debt finance for a new project and I join a call with the funder's lawyers. The bank requires a variety of documents to be completed before it will release funds and we are responsible for preparing the various construction contracts.

4:30pm: My task from the call is to draft a suite of collateral warranties for the benefit of the bank. It will take me a few hours and I make a start ahead of tomorrow's deadline.

5:30pm: The partner and I sit down to review my draft of the letter and discuss the changes she has made. I proofread the letter and issue it to the additional defendant.

6:30pm: I finish up and head out to meet some friends for a drink in nearby Soho.

A DAY IN THE LIFE OF A FLADGATE APPRENTICE

ALICIA ORANGE
APPRENTICE
CORPORATE



9:00am: This is the time I normally arrive at the office; I spend about 30 minutes clearing through my emails and checking for any urgent tasks that I have been assigned.

9:30am: A colleague and I have a call with a member of the employment team – we are assisting them with a tribunal claim. The call clarifies that we must acquire information from barrister’s chambers regarding barrister’s availability, qualification date and fee estimates for the trial date set and then collate this information into a legible document for the client.

11:30am: Whilst waiting to hear back from the barrister’s chambers I have to help onboard new clients. This involves generating new matter conflict check documents, new client request forms and client care letters.

1:00pm: I go on lunch with the other apprentices, this is a good time to catch up with each other and hear about the work that is going on in the other departments.

2:00pm: I finish off onboarding new clients and draft a cover email for the fee earner to send to the client, containing the client care letter and terms of business.

2:30pm: We hear back from the chambers, and I spend some time liaising with my colleague about the information we have received. We formulate this into the final memorandum document and forward it to the employment team.

3:00pm: I have a quick catch up with my supervisor and HR contact to discuss how I am getting on so far at the firm.

3:30pm: I finish off the day completing a final few admin tasks such as generating WIP cash reports for partners, account slips for the transfer of monies and sending out a few invoices.

5:30pm: I’m finished for the day and head to the pub for a quick drink with some friends before heading home.

The firm recognises the importance of the health and wellbeing of all our people and that it can play a part in promoting an environment which allows everyone to flourish and reach their full potential.

- Bupa private medical insurance (optional benefit to join after six months' service)
- Eye test vouchers
- Optional dental insurance
- Flu jabs
- Weekly personal (group) training sessions and yoga
- Gym and sports club loans and cycle to work scheme
- Various sports teams and groups across the firm



PHYSICAL HEALTH

- Employee Assistance Programme (EAP), available 24/7 and 365 days a year
- Counselling sessions available via the EAP where needed
- YuLife health and wellbeing app
- Annual holiday entitlement and flexible holiday scheme, and the opportunity to buy up to an additional two weeks holiday
- Resilience and stress management training
- Mental health awareness talks and training sessions



MENTAL HEALTH

WELLBEING



- Group personal pension and group income protection scheme
- Life assurance (4x salary) scheme
- Season ticket loans
- Recruitment bonus
- Marriage / civil partnership gift
- Financial management workshops inc. mortgage and pension management



FINANCIAL HEALTH

- Sports and social events, organised by our Sports & Social Committee throughout the year inc. summer and winter parties, bowling nights and quizzes
- CSR committee and fundraising activities
- Loyalty holiday bonus, rewarding long service
- Student mentoring for LPC and GDL students at the University of Law



SOCIAL & CSR



Corporate Social Responsibility is extremely important to the firm, and representatives from all corners of the firm ensure that we run and participate in a number of fundraising initiatives each year - such as the London Legal Walk, sponsored cycles and the occasional abseiling!

Each year we choose two charities, by firm-wide vote, to support, one local and one national. We are always looking for new CSR Committee members to come up with new ideas and initiatives to raise money.

This year, we will be partnering with St Christopher's Hospice and Macmillan Cancer Support.

OUR VISION & VALUES



Who we are and where we're going

Fladgate's values underpin everything that we do at the firm. Our culture can be defined as:



Fladgate is committed to providing smart, enterprising, and commercial legal thinking. Renowned for not just understanding our clients' risks and opportunities but anticipating them.

We will achieve this by combining:

- Brilliant teamwork and a truly personal service.
- High quality specialist expertise and products that meet their needs.
- Agility and connectivity across our clients' worlds.



BENEFITS

We reward our staff for their continued commitment to the success of this firm with a comprehensive range of benefits.

- Life assurance scheme – 4x annual salary (non-contributory)
- Annual holiday entitlement – 26 days per calendar year (full time)
- Flexible holiday scheme - buy up to five days extra holiday per annum
- Staff introduction bonus - £1,000- £5,000 depending on vacant role
- Personal training/yoga – free weekly sessions
- Free online GP service - 24/7 online video GP consultations

ON JOINING

- Group personal pension plan - 4%-5% employer contributions, matching employee contributions of 4% -5% (automatically enrolled). Processed via salary sacrifice 50% of employer NI savings added to contribution

AFTER 2 MONTHS

- Company sick pay scheme
- Group income protection
- Season ticket loan
- Private Dental Plan – payable through monthly payroll
- Gym membership scheme – interest free gym membership loan
- Eye test vouchers – every two years

AFTER 3 MONTHS

- Private medical scheme insurance medical insurance scheme (non- contributory)

AFTER 6 MONTHS

DRESS CODE

It is important to Fladgate that everyone feels they can work in a way that works for them. This underlies our commitment to inclusivity and our desire to create a 'personal' culture. So we don't have a formal dress policy – you can dress as you feel appropriate to your day.



A FINAL WORD



CLAIRE CHERRINGTON
DIRECTOR OF PEOPLE & CULTURE

I'm Claire Cherrington, Director of People & Culture at Fladgate. My role is to ensure that everyone who works at Fladgate is successful and feels supported in their growth and development. A big part of that is ensuring we recruit people who will thrive and grow in our environment.

We are part of a great firm; we do high quality work and we focus on involving and mentoring our apprentices from a very early stage in their career and beyond.

I am delighted that over the last few years many of our trainees have chosen to stay with us as associates and now senior associates. We first introduced our Solicitor Apprenticeship scheme in 2022 and we hope to see many of its cohort receiving newly qualified solicitor offers in 2028.

We pride ourselves on being an inclusive, friendly and collaborative firm, and I hope this has come across in our brochure.

Why don't you apply? Hopefully, when you meet us, you will be able to judge for yourself.

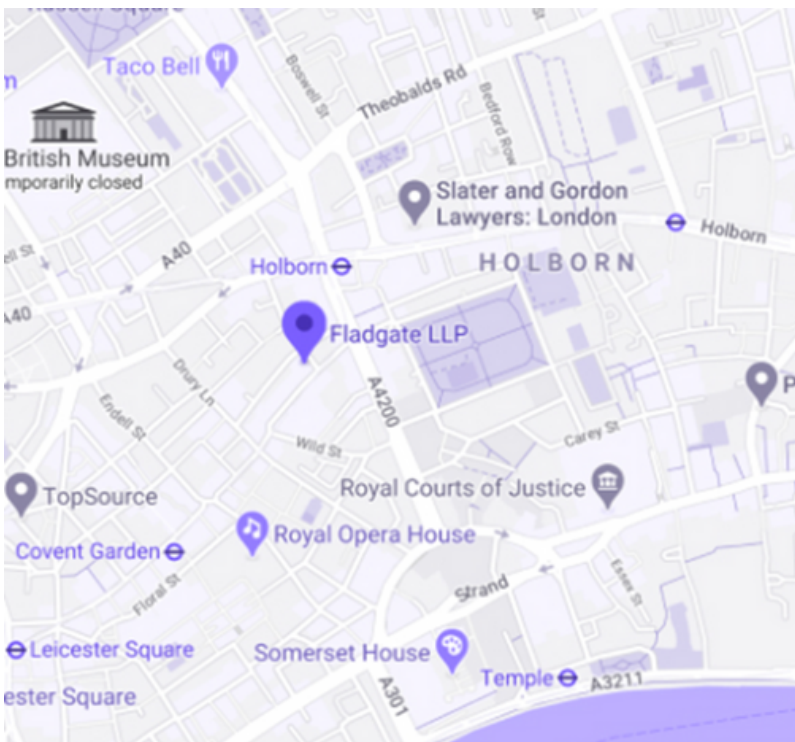
KEY CONTACTS

CONTACT US FOR MORE INFORMATION



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