



Careers Plus Work Experience Placements – FAQ Document

As part of the Careers Plus programme, you will have the opportunity to apply to attend an in-person work experience placement with our Careers Plus Firms in London.

Below is an FAQ of common questions with regards to this work experience placement opportunity.

If you do have any questions in relation to this, please email alumni@suttontrust.com

FAQs

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Placement Opportunities

Which placements are on offer?

Hogan Lovells

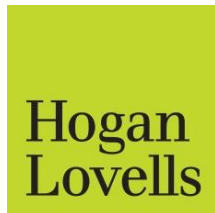
Firm website: <https://graduates.hoganlovells.com/>

Dates of work experience placement: 4th- 8th September

Work experience summary: Join us, and you'll develop a deep understanding of our bold and evolving approach to creating valuable global solutions, as you learn from a network of global lawyers who will encourage you to see things differently.

Through case studies and networking, you'll get to discover the interests that drive you, and develop the commercial edge that sets us apart.

You will get to meet with our partners, trainees and internal networks to understand what life at Hogan Lovells is like, and be given the opportunity to enhance your skills through workshops.



RBG Legal Services Limited

Firm website: <https://www.memerycrystal.com/>
<https://www.rosenblatt-law.co.uk/>

Dates of work experience placements: 4th-7th September (Week 1)
and 11th-14th September (Week 2)

Work experience summary: The work experience programme has been designed to support students to gain an insight into working life at law firms, as well as a chance to gain the experience and skills need to apply for internships and graduate roles, all while building a professional network.

How do we make this happen?

- By providing career and training contracts advice, as well as CV and other useful workshops.
- By offering invaluable on-going mentoring to the students we meet on our work experience programme, so they can continue to build on their professional relationships.



Mishcon de Reya

Firm website: <https://www.mishcon.com/careers>

Mishcon de Reya

It's business. But it's personal.

Dates of work experience placement: 11th-15th September

Work experience summary: We are delighted to be partnering with the Sutton Trust Careers Plus Programme to offer a one-week placement commencing 11 September 2022 at our London office. We are looking for students with a real interest in pursuing a career as a solicitor who are eager to learn more about the industry, although no prior legal experience is necessary.

Our placement will enable students to gain deep insight into the legal industry and explore the working life of a solicitor at Mishcon de Reya. Students will develop key skills to navigate this competitive industry. Each student will be allocated a supervisor and sit within one of our departments: Corporate, Employment, Real Estate, Dispute Resolution, Innovation and Mishcon Private. The placement will involve a combination of working on typical trainee tasks, talks from fee-earners across the firm and learning about our practice areas such as MDRxTech and Mishcon Purpose. Students will develop commercial awareness, interpersonal skills and an understanding of the application process for becoming a solicitor. Students will also receive individual feedback on their CV, performance during the placement and tailored advice on the next steps in their career.

So that students can continue to build on the skills developed during their placement, each student will be mentored by a Mishcon de Reya lawyer for 9-12 months after the placement for continued guidance and support.

How do I apply?

All steps to apply for the work experience opportunities are outlined in the original email, which involves filling out this [short application form](#) outlining your motivations and interests in the work experience placements. The deadline to apply is **Friday 14th April, 5pm**.

When am I expected to know the outcome of my application?

We are hoping to get back to all applicants, regardless of the outcome of their application, by early May.

What if I'm not selected for placements this year?

Due to the competitive nature of the work experience placements this year, we unfortunately cannot offer a work experience placement to everyone. We are working to ensure that law relevant opportunities are flagged especially to those unable to secure a placement, and we will be in touch with any further details nearer the time.

Please note that we also are unable to provide individual feedback on your application, in the event you are unsuccessful.

We will operate a waiting list system for work experience placements in the case a participant is unable to join the placement and will be in touch should a spot become available.

What if I can no longer attend the placement after I apply?

Before applying, please ensure that you are available to attend all sessions during the work experience placement of interest to minimize future disruption.

We understand, however, that things can change quickly so in the case you are confirmed for a work experience placement, and you are no longer able to attend, please do email alumni@suttontrust.com as soon as you are aware of these changed circumstances, so we can offer your place to a person on our waiting list.

Except in cases of genuine emergencies, we would ask that you give us as much notice as possible if you are no longer able to attend.

Placement Logistics

How will travel be booked?

Students based in London: We encourage students to travel using an Oyster card/Contactless card/any other means on the day. We will arrange reimbursements after the work experience placement.

Students living outside of London: Similar to the launch event, we will ask all you to book your own train travel via our Trainline Business Account or submit a travel reimbursement claim (dependent on your location).

If you would want to consider other forms of transport for the placements, please do get in touch with alumni@suttontrust.com.

How will accommodation be organized?

Whilst the offer of accommodation will be extended to participants during the work experience placement, please note that we will prioritize those who live outside of London.

We will aim to book accommodation within a reasonable walking distance to each of the work experience placements.

Will food and drink be included?

Each firm will have their own guidance regarding food and drink during the work experience placement weeks, which they will be in touch about personally.

We will be in touch with more detailed guidance once your work experience placements are confirmed.

Any Further Questions

What is the dress code?

This will be confirmed later, but we would expect that the dress code is smart business wear.

How will we be communicated with regarding any work experience placement updates?

All students will be notified of any updates via email to the email address they have used for Careers Plus.

Who can I reach out to if I have any further questions?

At the first instance, we would urge participants to email alumni@suttontrust.com if you have any further questions about what to expect.

For any other queries not mentioned or things needed to be discussed in detail (e.g., student accessibility needs), we would urge participants to get in touch with **Alex Otubanjo (Employability Programme Manager)**, alex.otubanjo@suttontrust.com