

A&L Goodbody

Solicitor Training



A&L Goodbody



About the Trainee Programme

Now the real decision making starts. Real decisions about your career and your future. If you want to become a solicitor, the very best training will always stand to you and help you progress. Make the right decision. Decide you want the best out of a legal career and apply for a position as a Trainee Solicitor in A&L Goodbody. A&L Goodbody's Trainee Programme is known and admired for many reasons, mainly because of the care and attention we invest in the development of our Trainee Solicitors. We show you how to apply your knowledge to commercial situations in a practical way. But there's more to a Traineeship than learning about law. You will need to understand how business works and how to interact with clients. You will be encouraged to challenge yourself and to realise all your ambitions.

You won't get training like this anywhere else. With 71 Partners and over 350 legal staff, we offer the broadest range of commercial and specialist legal services in Ireland. Excellence, commercial savvy and a practical approach are hallmarks of our service. As a participant on our Trainee Programme you can expect to develop all these attributes, together with all the skills you need to get your career off to the right start. We are confident that our programme offers the best of everything to the right candidates.

Who We Are

"We understand that we can only continue to be the best by investing in people and developing their talents into the best expertise. Everyone continues to learn throughout their career, nobody here thinks they know it all. Training at A&L Goodbody starts with our Trainee Solicitors and never stops. There's great satisfaction in working on business deals and corporate projects. Job satisfaction is as important to us as it is to you which you'll find out while working as a Trainee Solicitor with A&L Goodbody."

Julian Yarr, Managing Partner.

A&L Goodbody is one of Ireland's most successful law firms with an extensive and top class client list, representing household names and international blue chip corporations. We offer breadth and depth across every facet of business law, providing the full range of specialist services across the island of Ireland.

We also have an international outlook, with offices in Belfast, London and New York. The Firm boasts a superb working environment, which reflects an atmosphere of achievement and excellence. First class information technology, knowledge systems and a knowledge centre allow you to thrive as a Trainee within the Firm.

Our modern offices also include a fully fitted gym and an excellent restaurant. Life doesn't stop just because you are working.

For more about us and our culture and values, please go to www.algoodbody.com.

As a Trainee Solicitor

As a Trainee Solicitor you'll have an opportunity to discover which areas of law interest and engage you most. Some people are born litigators, others love the dynamics of a commercial deal and some absorb themselves in employment law, taxation or restructuring. Our Trainee Programme is designed to encourage and develop every person's unique qualities to the maximum.

As a Trainee Solicitor, you'll spend time in each of our main departments; Corporate, Litigation & Dispute Resolution, Banking & Financial Services and Commercial Property. You may also spend time in Tax, Pensions and Private Client. In each department you'll work as part of a team with all the support, facilities and guidance you need to learn about that area of the law. We also have a range of specialist units focusing on particular areas of the law like mergers & acquisitions, EU & competition, energy, environment, to name but a few.

We have an ongoing Training and Education Programme, with in-house workshops, seminars and full access to our extensive research and library facilities. We encourage people to take on new challenges, to acquire new skills and push themselves to realise their true potential. During your Traineeship if you'd like to do further studies we will provide financial assistance.

The Application Process

What we're looking for

All applicants must be either final year degree students, post graduates or have successfully obtained a third level degree qualification. Although a primary degree is a pre-requisite, we don't just look for people who are academically high achievers or limit applicants to those who have studied law. We accept degrees from all disciplines. It is also important to us that you can work as part of a team, are motivated, have initiative and have clear ambition for your future. We look for candidates who are commercially aware, assertive and effective communicators, and have the personality and disposition to become a top class lawyer.

How do I apply?

To apply for a position on our Trainee Programme please go to our website, www.algoodbody.com, to fill out and submit your online application. The stages of our application process are outlined below. Timelines for this year's recruitment process are available on our website.

Stages in the Application Process

Stage 1	Application	Application forms available on our website.
Stage 2	Selection for Interview	Our Trainee Solicitor Committee reviews all applications and selects candidates for interview.
Stage 3	Interview	Interviews for Trainee positions are held in our Dublin office.
Stage 4	Offer	Verbal and written offers are made to successful candidates.
Stage 5	Acceptance	Candidates confirm acceptance of offers.

The Package

A&L Goodbody offers one of the most attractive salary and benefits packages available in the market place. The package outlined below demonstrates only the tangible elements of the support and rewards we give to our Trainee Solicitors. You'll find that the reality of working here is even more rewarding.

Financial Benefits

- Competitive salary
- Full salary paid while at Blackhall Place
- Exam bonuses
- All Law Society fees paid during the traineeship
- Discretionary Christmas bonus
- Contribution to personal retirement savings account
- Life assurance
- Tax Saver Travel Scheme
- Conveyancing service

Professional Development

- Assessment and feedback throughout your career with us
- Career development and mapping following qualification
- Award-winning Knowledge Management Centre
- Continuing professional development
- Training and development programme

Holidays

- Holidays start at 20 days per annum and increase with length of service up to and including 27 days per annum after 7 years service
- Extra holidays following completion of relevant Law Society courses
- Additional holidays during the Christmas and Easter breaks

Health and Well-being

- Contribution towards private health insurance
- Wellness and employee assistance programme
- Paid maternity and adoptive leave
- Long term sickness policy
- On site gym with a fully qualified personal trainer
- Annual flu injections
- VDU eye testing
- Contribution towards eye sight testing and glasses/contact lenses

Lifestyle

- Flexible working policy
- Unpaid leave
- Dry cleaning drop off and collect facility
- On-site shop and ATM service
- Subsidised restaurant, smoothie bar, coffee dock

Training & Development

As a Trainee Solicitor at A&L Goodbody, you will receive excellent training in the practical application of the law from the moment you begin your career with us. We believe in investing in your on-going development as a lawyer and as a trusted business adviser. We use a combination of on-the-job experience, informal mentoring, and participation in the structured training programmes available in the Firm's professional development framework.

In 2007, 2008 and 2009, we received an Outstanding Achievement Award, from the Irish Institute of Training & Development (IITD) for our strategic approach in our training programme and for linking training and development to organisational goals. This demonstrates our commitment to development and training activities for the growth and benefit of both employees and the business.

As you rotate into each department you will receive an initial departmental induction. The objective of this is to introduce you to your team and to help you integrate into that department as quickly as possible.

The induction covers essential documents, jargon and typical transactions/clients you will come across. Our Trainee Solicitors' feedback suggests that this programme gets them off to a good start and maximises their time within the department.

Training Contract Timetable

Training Contract Official Start Date	April
In-office Training - Seat 1	6 months
Law Society for Professional Practices Course (PPC I)	6 months
In-office Training - Seats 2 & 3	11 months
Law Society for Professional Practices Course (PPC II)	3 months
In-Office Training - Seat 4	5 months
Qualification	December

Social Scene at A&L Goodbody

Apart from working hard, we like to enjoy ourselves, be it at the end of a busy day or week or to celebrate at the end of a deal. The Firm's social committee organises a number of events throughout the year. Employees participate in Firm wide social and cultural activities as well as a number of sporting events. We also have team and departmental lunches, get together and away days, which allow us to spend a little time with our colleagues outside of the work environment. We encourage new employees to get involved in the Firm's social life and to participate in everything the Firm has to offer.

Life and Work After Training

As your training progresses, you'll begin to identify your own personal career path. You'll have received the very best training available. That will always stand to you. If you choose to work here you will come to appreciate the opportunities it presents.

You won't be assigned to any of our departments until after your training is completed. This gives you the opportunity to pursue your chosen career path. The range of specialist services offered by the Firm enables us to provide a degree of flexibility to Trainee Solicitors and newly qualified solicitors.

We think that says something about the atmosphere here. We'll show you how we focus on the crux of every issue on which we are instructed in order to see the bigger picture. This is perhaps the most important skill we can teach you and you will not get this focus anywhere else.

It's the mark of an A&L Goodbody solicitor. It's your decision.

For further queries regarding the Trainee Solicitor Programme please contact:

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Participant Feedback



Evan Ryan

"The open door policy is genuinely a facet of A&L Goodbody which separates it from other Law Firms. The work is varied, challenging and interesting. Trainee workshops and specialist presentations prepare Trainees for the type of work they are expected to perform on a daily basis and also provide valuable information on topical legal issues. I'm really enjoying my traineeship at A&L Goodbody. It's an excellent place to work and you meet some great people along the way."



Sinead Mitchell

"A&L Goodbody has a positive, constructive and friendly atmosphere. There is a continuous learning process. Doing your traineeship as part of a large group of Trainees also means that you have a ready-made circle of friends and plenty of people to turn to with questions. The diversity of work in the Firm allows every Trainee to gain an understanding of a variety of areas of practice and helps you to carve a career path that suits you."

