

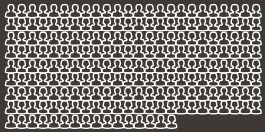
A&L Goodbody

# Your career in law

# Who we are

“There is a strong emphasis placed on learning and development throughout your traineeship.”

Julian Yarr, Managing Partner



**800+**

Total number of employees



**95+**

Partners



**6**

International offices



**100%**

Consistently ranked at the top of the Irish market

## Work with the best

At A&L Goodbody (ALG), we work with the world's top multinationals, financial institutions, entrepreneurs and investors. Our client work is challenging, complex and often ground-breaking. We will train you to thrive in this environment – to be the next generation of top international lawyers.

A selection of our clients include:



### Ronan Lyons & Keavy Ryan

Partners with responsibility for Trainee Solicitor Programme

“At ALG, we see our trainee solicitors as the next generation of the firm's lawyers and partners. Our commitment is to provide you, as a trainee solicitor, with the legal and business grounding you need to become an excellent corporate lawyer. As an ALG trainee solicitor, you will be working alongside our top corporate lawyers across a range of legal practice areas, all of whom are experts in their field. Your talent and ambition will be fully nurtured and developed so that you will become the best lawyer you can be and a top adviser to our clients”.

## Our student and graduate programmes



LawStart Programme

65

Places

1 day



Summer Intern Programme

60

Places

1 month



Student Placement Programme

15

Places

1-7 months



Trainee Solicitor Programme

35

Trainee solicitors hired each year

2.5 years

At ALG we offer four programmes, all of which give you the opportunity to experience life in a corporate law firm - whether you're curious to know if a career in corporate law is for you or you've made your mind up that it is!

Our LawStart, Student Placement and Summer Intern Programmes help us to identify candidates for our Trainee Solicitor Programme and give undergraduates a realistic job preview before accepting a position on our Trainee Solicitor Programme.

We see our trainee solicitors as key future members and leaders of the firm but also as valuable and much relied upon support for our legal teams during the trainee solicitor, summer intern or work placement period. Our trainee solicitors, summer interns and placement students assist us in successfully delivering for our clients, time and time again.



€4m

worth of pro bono legal advice since 2013



100

Established 100 years ago by Alfred and Lewis Goodbody



35

Trainees hired each year



8 years

Voted best graduate recruiter for 8 years

# Trainee Solicitor Programme

Programme duration  
2.5 years

As a trainee solicitor with ALG you will have the best possible start to your career as a lawyer. As you progress, we work with you to develop your own personal career path. You can expect to receive excellent training in the practical application of the law, from the moment you begin your career with us. We invest in your ongoing development as a lawyer and as a trusted business advisor, giving you the support and opportunity to develop your full potential.

## Training contract structure

Start date  
APRIL

In-office training  
SEAT 1  
5 months

Law Society for Professional Practice Course (PPC I)  
7 months

In-office training  
SEATS 2&3  
12 months

Law Society for Professional Practice Course (PPC II)  
3 months

In-office training  
SEAT 4  
6 months

Qualification  
DECEMBER

## Developing your legal career

The foundation of our success as a firm is attracting great people and developing them into brilliant lawyers. We place a strong emphasis on your development, throughout your career with the firm. We provide a programme of development for each career stage, enabling everyone at ALG to be the best at what they do.

### ALG School of Business & Law

In 2017 we launched the ALG School of Business and Law. Our school provides an integrated development programme for every stage of your legal career at ALG – from trainee solicitor to partner. Each programme builds technical legal skills alongside executive business skills. Experienced lawyers work alongside external experts to develop and deliver practical and business-focussed training. Together we have developed a bespoke programme which is fully accredited to masters level. All of our lawyers at associate level have the opportunity to participate in the masters programme.

Escalate is the firm's three year programme for trainee solicitors and is the first stage of your career development with the firm.





## Escalate programme

As a trainee solicitor at ALG, you are encouraged to own your development and maximise your opportunities. We know that being an excellent lawyer means more than just knowing the law. Our three year Escalate programme supports your development as a trainee solicitor and enables you to develop the legal, business, people and communication skills you need to be a successful corporate lawyer. In each year of your traineeship you will build and practice your skills in these areas.

### Practice

As a trainee solicitor you will complete four seats in our main departments – Litigation & Dispute Resolution, Corporate and M&A, Finance, Commercial Property, Taxation, and Pensions.

This gives you the opportunity to learn through practice, discover where your interests lie and what you are really good at. Our range of specialist practice areas enable us to provide you with a degree of flexibility. The area of law you practice when you qualify will not be decided until you complete the Trainee Solicitor Programme.

All of our trainee solicitors share offices with partners. This gives you the opportunity to develop your commercial awareness and learn from different working styles.

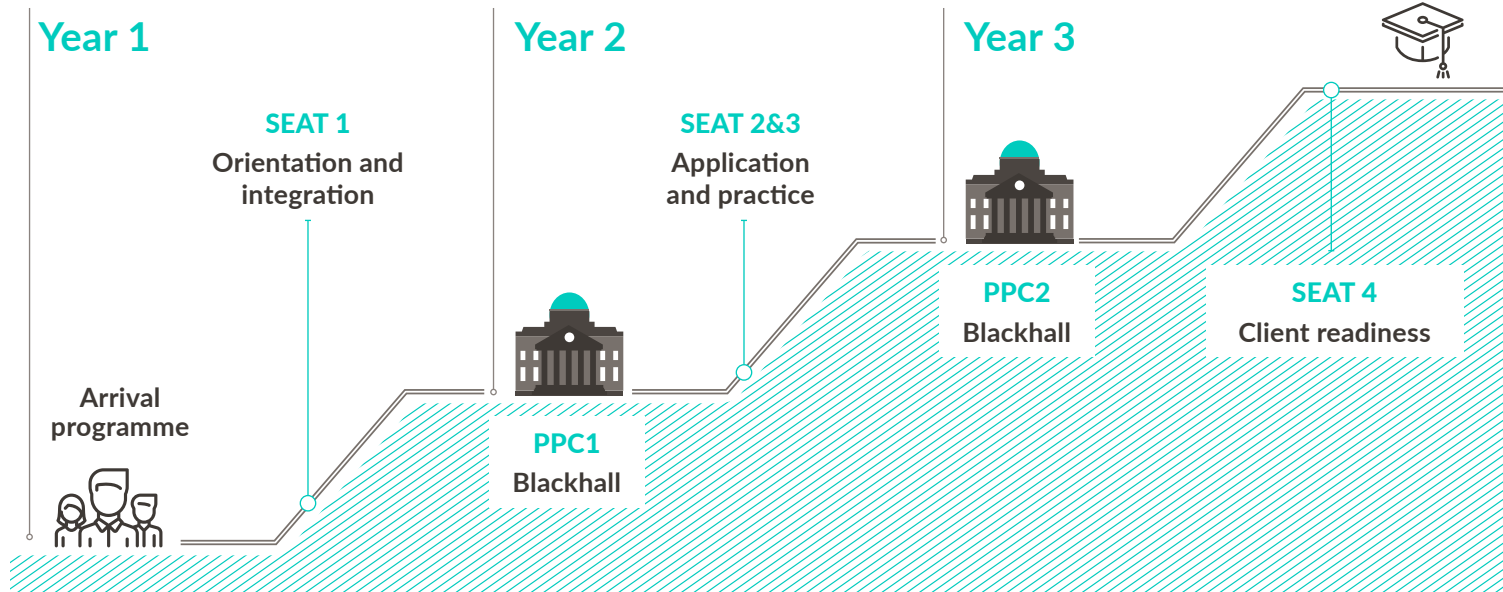
### Core Programme

In each seat you will also participate in training sessions designed specifically for trainee solicitors, in a formal training environment. These include department specific workshops, practice group insights, core legal development training, commercial awareness, advocacy and other legal and business skills. This training is delivered by partners and experienced lawyers in the firm, in conjunction with our talent and knowledge teams. The focus is on practical, hands-on learning through a combination of workshops, seminars and projects.

### Mentoring & Feedback

Feedback is an integral part of your development at ALG. Our approach is friendly, we are always ready to answer questions and we actively encourage you to ask them. Assessment is both formal and informal and is a valuable opportunity to discuss your progress and areas of development you would like to focus on.

In addition, you are paired with a guide throughout your traineeship. Guides are junior solicitors and act as a 'go to' person to help you get the most from your traineeship. They have recently completed traineeship themselves and can help you with both technical and non-technical questions, as you navigate the traineeship journey.



## What we offer

A&L Goodbody offers one of the most attractive salary and benefits packages available in the market place. Our package provides you with a range of financial benefits, facilities and services to help you develop a truly satisfying career with ALG.

### Financial benefits

- Top of the market salary
- Full salary paid while at PPC1 & PPC2 with the Law Society of Ireland
- Exam bonuses
- All Law Society fees paid during traineeship
- Discretionary Christmas bonus
- Contribution to Personal Retirement Savings Account
- Life assurance
- Tax Saver Travel Scheme
- Conveyancing service

### Professional development

- Escalate programme
- Education bursary
- Award-winning Knowledge Department
- Assessment and feedback throughout your career with us
- Career development and mapping

### Annual leave

- 20 days annual leave per annum, increasing with length of service, up to and including 27 days per annum after 7 years' service
- Additional 5 days annual leave on completion of PPC1 & PPC2 with the Law Society of Ireland
- Between 3-5 days per annum additional holidays during Christmas and Easter breaks

### Health and wellbeing

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

### Lifestyle

- Flexible working policy (on qualification)
- Unpaid leave
- Dry cleaning drop off and collect facility
- On-site shop and ATM service
- Subsidised restaurant, smoothie bar, coffee dock
- Dress down days
- 'Great Place to Work' committee, which includes trainee solicitors



### CULTURE & COLLABORATION

**Colm Kelly**  
*Trainee Solicitor*  
Bachelor of Civil Law, UCC

After studying law in college, I took a more colourful route to ALG, working both as a multinational hedge fund administrator and as a Judicial Assistant to a Circuit Court Judge before starting my traineeship.

My first seat was in the Asset Management & Investment Funds department. I was involved in a diverse range of work including establishing funds and providing advice to asset managers on the regulatory aspects of their investment strategies. I worked with different members of the team; from assisting associates drafting documents to attending client meetings with partners. The responsibility I was given and the interaction I had with clients reassured me that I was a valuable member of the team and not just a small cog in a big machine.

The services we provide to our clients are multi-faceted and often involve collaboration with colleagues in the Tax, Commercial Property and Financial Regulation departments. Working closely with other departments allowed me to gain a greater understanding of not just our clients' needs but also the work performed by other teams in the firm.





## The role of the trainee solicitor in a deal

For over 100 years ALG has advised some of the largest and most influential Irish and international companies. As a trainee solicitor you will be a real part of the team, working with some of these market leading companies, providing expertise and market insight, to help them stay a step ahead.

### A typical deal

#### The trainee solicitor's perspective



**Maeve Rooney**  
Trainee Solicitor  
Bachelor of Civil Law, UCD

#### Learning

Project Planet was a deal I worked on in my first seat with the firm's Corporate Transactions Advisory Group (CTAG). The initial stages of the deal involved a detailed level of due-diligence via an online data room. Due diligence is when a buyer investigates a business they are considering purchasing. I saw the close levels of collaboration between our CTAG team and some of the firm's other legal practice groups, including the Environmental & Planning, Employment, Pensions, and Commercial & Technology teams. It was also a great opportunity, in my first seat, to meet other people around the firm.

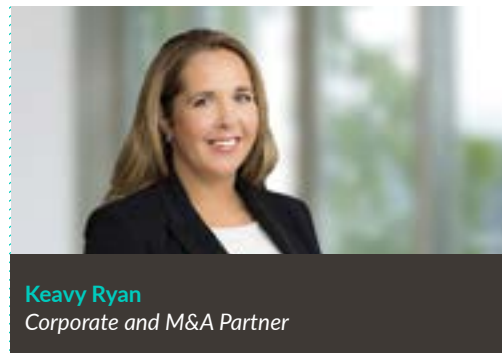
#### Supporting

My role in the due diligence exercise was to review a number of agreements for any onerous termination clauses or potential change of control clauses. This developed my understanding of commercial contracts. I was also responsible for carrying out company searches on the Irish entities and reviewing the statutory registers of the target for any irregularities.

#### Contributing

The deal was demanding and the timeline was tight but it was very exciting and rewarding when we learned that our client had been chosen as the preferred bidder in the deal. I had a real sense of satisfaction when I read the media reports the following day, about a transaction I had been so heavily involved in.

#### The partner's perspective



**Keavy Ryan**  
Corporate and M&A Partner

As a first seat trainee solicitor, Maeve was thrown in at the deep-end of Project Planet, but she quickly got to grips with navigating her way around the online data room and understanding the various legal issues that we were required to analyse and report on for our client.

As a Corporate and M&A lawyer, you need to have a helicopter view of all the elements of a deal and Maeve played a key role, updating me on where other legal specialists were in their review process and bringing key issues to my attention where we needed to find solutions for our client.

On a complex multinational deal like Project Planet every member of the team needs to understand the broader context of the contribution they are making. This is an essential element of trainee solicitor's development. Maeve showed grit under pressure and a sense of humour too – always a great advantage during a challenging deal!

# Summer Intern Programme

Programme duration  
1 month

All summer interns work within one of our main departments: Corporate and M&A, Litigation & Dispute Resolution, Finance, Commercial Property, Tax, and Pensions.

As part of our structured development programme, each week we focus on what our main departments do. By the end of your internship, you will have a full appreciation of the work we do, who our clients are and the role of the trainee solicitor.

*"SIP is a fantastic way to experience the work and culture of ALG."*

Catherine Mannix  
Summer Intern  
Bachelor in Law, TCD



As a summer intern, you experience the work of a trainee solicitor and are assigned to a legal team with a partner, associate and trainee solicitor buddy dedicated to ensuring you have a real and positive experience. You are fully involved in the work of your team and receive comprehensive 'on the job' training. Your buddy will help ensure that you settle in quickly and make the most of your internship.

As part of our structured training programme, the following learning and development initiatives are included:

Full day induction programme	✓
Legal and executive skills training	✓
Themed departmental weeks	✓
Team and individual projects	✓
Legal workshops and seminars	✓
Social events	✓
Participation in responsible business programme	✓



# Student Placement Programme

Programme duration  
1-7 months

As a placement student, you are assigned to a legal team with a partner, associate and trainee solicitor buddy, dedicated to ensuring you have a real and positive experience in the firm. You can expect to receive formal and informal feedback and mentoring throughout your placement.



You will also participate in formal training sessions which, along with your on the job experience, help you to develop your legal, business, people and communication skills. Training is interactive where practical and includes weekly lectures, workshops and team meetings.

All placement students are given the opportunity to interview for our Trainee Solicitor Programme. Placement duration varies, depending on the course and university.

*“My student placement gave me the opportunity to become an integral part of a legal team and gain invaluable experience working alongside some of the best corporate lawyers in the country.”*

Luke Aston  
Placement Student  
Bachelor of Civil Law (Clinical), UCC

Programme  
duration

1 day

# LawStart Programme

Spend a day in ALG to learn what it is like to work here. Our LawStart Programme is designed to give you an insight into ALG and to help you to decide if a career in corporate law is right for you.



We know that gaining work experience as a first or second year undergraduate student can sometimes be difficult. A LawStart day will help you get a better understanding of our work, our practice and our culture – insights that will help you with your application for our Summer Intern, Student Placement or Trainee Solicitor Programmes in the future.

*“I got to attend a meeting with a partner, and shadow a trainee solicitor during the day.”*

Shannon Owens  
LawStart Student  
Bachelor in Law & Politics, TCD





## Life at ALG

*“There is a really inclusive and collaborative working environment in ALG. Trainee solicitors are supported with both their personal and professional development.”*

Adam Hanna  
Trainee Solicitor  
Bachelor of Civil Law, UCD



# Culture, diversity & inclusion

## Responsible Business

As a trainee solicitor you will have the opportunity to get involved in our community programme called 'Step Up' which forms part of our overall responsible business strategy. We deliver a number of projects in partnership with the local community, focusing on supporting those most in need, through educational and employment programmes. You will also have the opportunity to use your legal skills to support charities and not-for-profit organisations through our pro bono programme.



*“I had the opportunity to represent the Mercy Law Resource Centre, providing pro bono legal advice to people at risk of homelessness.”*

Conor Bell  
Trainee Solicitor  
Bachelor of Law, Queens University



## Diversity & Inclusion

### Different identities, shared visions

At ALG, we are committed to creating an inclusive culture where everyone can be themselves and has the opportunity to achieve their full potential. Irrespective of gender, sexual orientation, ethnic or social background, everyone in the firm is treated with respect, fairness and integrity. We celebrate diverse thinking by creating a culture where all of our employees are encouraged to draw upon their unique backgrounds, interests and viewpoints.

Our Diversity & Inclusion (D&I) group created the firm's first D&I strategy which focuses on gender, sexuality, social mobility and disability. Some of our initiatives include celebrating International Woman's Day and Pride Week, membership of OUTstanding, and supporting the Trinity Centre for people with intellectual disabilities.



## DIVERSITY & INCLUSION

Aodhán McGourty  
Trainee Solicitor  
Bachelor of Civil Law, UCD

I was offered my traineeship having applied and interviewed in the final year of my Bachelor's degree. I joined the firm as a trainee solicitor in April 2018. The firm's friendly and inclusive culture was a decisive factor in my decision to join. From my first day here, I have always felt able to bring my whole self to work.

As a member of the LGBTI community, it means a great deal to be a part of a firm that is not only accepting, but is actively seeking ways to celebrate and promote diversity and inclusiveness. I joined the firm's LGBTI & Ally group within the first month of my traineeship and was blown away by the enthusiasm of its members and the support it receives from the firm. Pride Week has become a major annual event in the office. The firm's newly-introduced rainbow lanyards now serve as a constant reminder of the solidarity that exists between colleagues and the firm's commitment to creating an inclusive environment.



# Innovation

## A&L Goodbody Bold Ideas Student Innovation Award

Innovation is a core value of our business and we encourage our lawyers to find new and better ways to solve client problems – every day. To encourage students to do the same, we developed an annual Bold Ideas Student Innovation Award which has been running for the last seven years.

## Future Focus

At ALG we are always looking at what is trending in business. In particular we are known for our innovative legal work and for our commitment to technology. We are proud to have been named 'Ireland's Most Innovative Law Firm' by the Financial Times three times in the last four years.



# Secondment opportunities

We offer a number of our trainee solicitors the opportunity to complete a seat either in our London office, with one of our international or domestic clients, or with an international law firm.

A secondment gives you an invaluable opportunity to build client relationships and gain an understanding of what it is that our clients look for from us. Many of our qualified lawyers also work either in industry or with another multinational law firm for a period of time. A secondment is a great opportunity to build a professional network as well as to advance your understanding of how the work we do in ALG impacts our clients on a day-to-day basis.



## My secondment experience in Berlin

**Oisín Sudway**  
*Trainee Solicitor*  
Bachelor of Business & Law, UCD

Having spent time in Germany as a student, prior to starting my ALG traineeship, I was keen to complement this with practical experience. ALG offers a number of international secondment opportunities and every effort is made to accommodate trainee solicitors who have specific interests. The firm did not disappoint and spending a summer in Berlin with a top corporate law firm was an exciting prospect!

The work was a combination of public and private deals, usually with a cross border element. Initially it took some time to adjust to my new surroundings, however many of the transactions I

worked on were similar to the type that I was involved in during my Corporate and M&A seat in Dublin. This reminded me of the global nature of the work that we do.

It was very interesting to see how familiar concepts were applied in an alternative way, often highlighting the differences between the two legal systems. Working closely with lawyers who had been down a different qualification path really offered a fresh perspective and I enjoyed comparing the various approaches taken.

Experiencing another law firm, or indeed a client's business, from the inside is something which can really add value to your traineeship. I am very glad to have had the benefit of such experience at an early stage in my career. I look forward to future opportunities to travel again.



# Social scene

Summer barbecue

Christmas party

Theatre & karaoke nights

Calcutta Run

Inter-office football,  
tennis & cricket games

Golf outings

Surfing weekends

Tag rugby team

Weekends away

Cinema trips

Themed table quizzes

ALG Choir

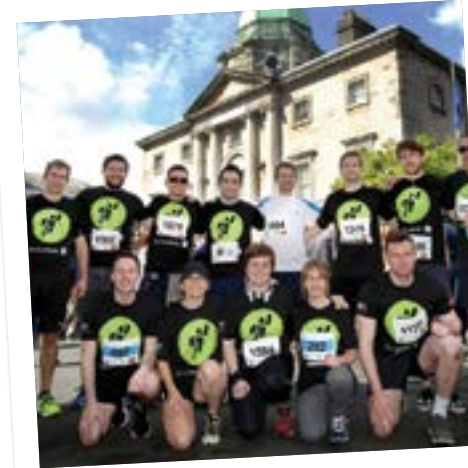
5-a-side soccer team

Lip Sync Battle

Strictly ALG



Tag rugby



Calcutta run

*“The firm encourages us to take part in the many and varied social and sporting events organised throughout the year. Events such as the summer BBQ, charity quiz and trainee weekends away allow us to get to know each other in a fun and informal setting.”*

Catherine Lee  
Trainee Solicitor  
Bachelor in Law, Trinity College Dublin



Street art



Summer barbecue



Away day



Solicitors' ball



Team building





Volunteering



# How to apply

To apply for a position on the programme that suits you, visit our website [www.algoodbody.com/careers/trainees-interns](http://www.algoodbody.com/careers/trainees-interns) to complete and submit your online application.

The stages of our application process are outlined here. Specific timelines for this year's recruitment process are available on our website.

	 LawStart Programme <b>65</b> Places 1 day	 Summer Intern Programme <b>60</b> Places 1 month	 Student Placement Programme <b>15</b> Places 1-7 months	 Trainee Solicitor Programme <b>35</b> Hires 2.5 years
Apply	✓	✓	✓	✓
Interview			✓	
Interview and case study		✓		✓
Offer	✓	✓	✓	✓
Accept	✓	✓	✓	✓

## Contact us







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