

Morgan Lewis

LONDON TRAINEE PROGRAMME

UNPARALLELED OPPORTUNITIES



WELCOME TO MORGAN LEWIS



A career in law starts with choosing the right firm for you—a firm where you can develop the skills and attributes needed to become a successful and high-quality lawyer. At Morgan Lewis, we offer trainees the opportunity to work on complex and often cross-border matters for high-profile clients in a collegiate and supportive environment.

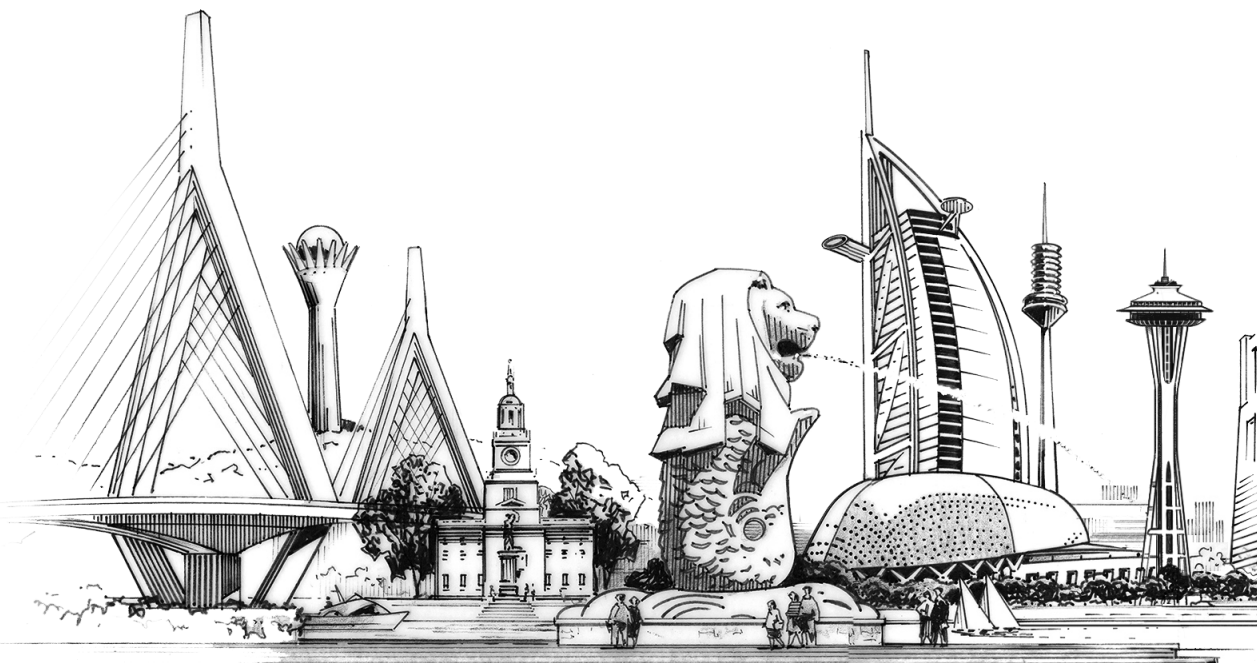
Engagement and teamwork form the foundation of the training you will experience at Morgan Lewis. In the London office, our trainees work closely with partners and associates, often in teams. We offer a hands-on and varied experience, and our trainees are given early responsibility to help them build a thorough understanding of our firm's business and clients.

Our training programme is designed to provide you with the breadth of experience needed to become a confident and successful commercial lawyer. The programme starts with a comprehensive induction into the firm that provides all the tools you will need to hit the ground running. During the training contract, you will be given the opportunity to sit in four different practice areas, including a secondment to one of our international offices, giving you exposure to as much of our business as possible. Regular in-house seminars and training sessions provide ongoing learning opportunities to help you further develop your knowledge and proficiency.

Our collaborative culture underpins everything we do. As a trainee at Morgan Lewis, you will be supported by colleagues who will be on hand to encourage, mentor, and guide you throughout your training contract. They will provide regular advice and feedback on your progress and performance to help you succeed and transition into becoming an accomplished associate.

We look forward to welcoming you to Morgan Lewis.

Lisa Cargill
Training Principal



GLOBAL REACH

At Morgan Lewis, we work in collaboration around the world—always ready to respond to the needs of our clients and craft powerful solutions for them.

From our more than 30* offices in North America, Asia, Europe, and the Middle East, and with a footprint across Africa and Latin America, we work with clients ranging from established, global Fortune 100 companies to enterprising startups.

We provide comprehensive litigation, corporate, finance, restructuring, employment and benefits, and intellectual property services in all major industries, helping clients to anticipate, address, and overcome challenges across vast and rapidly changing landscapes. We approach every representation with an equal commitment to first understanding, and then efficiently and effectively advancing, the interests of our clients to help them arrive at the best results.

Our team encompasses more than 2,200 legal professionals, including lawyers, patent agents, employee benefits advisers, regulatory scientists, and other specialists. If a client has a question, we'll

immediately find the person in our global network with the answer. If there's a shift in the legal landscape, we're on top of it, and our clients will be too.

We focus on both immediate and long-term goals with our clients, harnessing our resources from strategic hubs of commerce, law, and government across North America and in Asia, Europe, and the Middle East. You'll find us everywhere—from New York to Dubai, San Francisco to Beijing, London to Washington, DC, and Philadelphia to Singapore.

Founded in 1873, we stand on the shoulders of more than 140 years of achievement, but we never rest on our reputation.

**Our Beijing and Shanghai offices operate as representative offices of Morgan, Lewis & Bockius LLP. In Hong Kong, Morgan, Lewis & Bockius is a separate Hong Kong general partnership registered with The Law Society of Hong Kong. Morgan Lewis Stamford LLC is a Singapore law corporation affiliated with Morgan, Lewis & Bockius LLP.*



OUR LONDON OFFICE

Our London office opened in 1981, and since then, we have advised clients on English law-governed transactions, disputes, and regulations in a range of international markets, both established and emerging, with a particular focus on Europe, the Middle East, and Asia (EMEA). Operating as a global hub, we work seamlessly with lawyers throughout EMEA to provide integrated teams for deals and complex litigation.

London's role as a key financial and business centre means that we are well positioned to advise clients around the world on market-leading projects across legal disciplines such as finance, corporate transactions, investment funds, international tax, competition, dispute resolution, immigration, and employment, and governed by English law.

As a trainee, you will work with lawyers who have experience in the financial services, energy, life sciences, and technology sectors. Trainees can gain experience in any of the nine practices within the London office:

Antitrust & Competition

This practice provide high-quality advice to achieve successful outcomes for clients engaged in a full range of matters, including antitrust investigations, infringement actions, and merger control.

Banking & Finance

We advise clients on international banking and finance transactions, derivatives, private placements, debt and equity securities offerings, and restructurings all around the globe.

Corporate/M&A

We provide counsel to clients on a broad range of transactions, including mergers and acquisitions, joint ventures, leveraged buyouts, venture capital, and other public and private equity financings.

Unique among law firms, Morgan Lewis has a substantial team dedicated to advising clients in all aspects of technology and commercial transactions. We support our clients with respect to all aspects of technology transactions to enable them to more efficiently and effectively acquire, transfer, and protect their technology assets; exploit their products and services; interact with personnel, customers, and providers; and otherwise run their business operations.

Dispute Resolution/Investigations, White Collar & Compliance

We handle a wide range of sophisticated and often sensitive issues, including international commercial disputes, international arbitration, insurance recovery, and white collar matters. We have experience in most courts and arbitration venues, including those in primary offshore jurisdictions.

Companies that operate internationally face increased anticorruption risk and scrutiny. We bring a cross-disciplinary team of lawyers to advise clients in government investigations as well as white collar and compliance matters.

Intellectual Property

This practice focuses on the selection, prosecution, protection, and enforcement of trademarks, brands, and designs in the United Kingdom and across Europe.

Investment Management

We handle private investment funds' formation and operation, and represent institutional investors in funds. We also advise funds, investment managers, broker-dealers, and corporate finance and other financial services firms on all aspects of UK/EU regulation and compliance.

Labour & Employment

Our global reach allows us to provide employment and immigration services to clients from all business sectors on a range of domestic, European, and multijurisdictional projects.

Structured Transactions

This practice serves the financing needs of the world's most sophisticated businesses around the globe. Our lawyers represent a broad range of leading financial institutions, investment funds, and issuers in the financial services, automotive, education, government, real estate, telecommunications, and technology industries.

Tax

We help structure tax-efficient operations for clients and assist them with negotiating and structuring commercial transactions.



“Engaging with our communities in this way provides us with the opportunity to be a part of something larger than ourselves—in ways both small and large—and adds to our ability to thrive as individuals and as a firm.”

Jami McKeon, Firm Chair

PRO BONO AND THE COMMUNITY

At Morgan Lewis, we have a long history of supporting our local communities by providing both pro bono legal services and participating in community service activities. Indeed, offering our skills, resources, and time to those in need is a core tenet of our firm’s culture and a shared value across our offices worldwide.

Our firm’s longstanding expectation is that all lawyers—at every level of seniority—will take on a pro bono matter and contribute at least 20 hours to that matter during every fiscal year. Because pro bono work is so rewarding in terms of professional development, skill development, and personal satisfaction, most lawyers and trainees exceed this minimum expectation. During the fiscal year ending 30 September 2021 100% of eligible lawyers and trainees met the challenge. On average, lawyers billed 55 hours to pro bono matters.

To plan community and charity events, the London office has a Charity & Community Committee that meets regularly. Trainee solicitors are actively encouraged to join the committee and contribute to its work. Each year, the committee organises an office vote to choose two charities to support via various fundraising events,

including bake-offs, dress-down Fridays, and a winter fair. The committee also seeks out sporting events that allow the office to raise monies for our chosen charities as well as to support staff well-being.

The London office is proud to have an ongoing initiative with a school in Hackney where staff from across the office volunteer to help vulnerable children who need support with their schoolwork. We have a group of volunteers who visit the school twice a month. We also organise visits to our office for the children; these visits include craft activities and learning opportunities through play, as well as presentations from the children themselves.

Each year, the firm chooses a theme and dedicates its Community Impact Week to focusing on further community service and pro bono legal service efforts, as well as celebrating what has already been accomplished for those in need. The wide-ranging variety of events throughout Community Impact Week includes legal clinics, legal trainings, panel discussions, volunteer events, charity drives, and more across the firm’s offices in North America, Asia, Europe, and the Middle East.

COMMITTED TO DIVERSITY & INCLUSION

At Morgan Lewis, we believe that a commitment to diversity and inclusion (D&I) is vital to realizing our true success as a firm. We are committed to D&I not only because it is the right thing to do, but because it is integral to how we succeed for clients. It influences how we serve clients, collaborate with colleagues, and recruit, retain, and promote talented lawyers and professional staff, as well as how we engage the global communities where we live and work.

LEADERSHIP

Cultivating a culture of opportunity for women is a priority at Morgan Lewis and is a key part of our approach to D&I. Led by Chair Jami McKeon, our firm is committed to having diverse individuals serve in senior leadership roles, including on the Advisory Board and the Compensation Committee, as leaders of our practices and offices, and in prominent positions throughout all of our offices worldwide.

ML WOMEN

Our ML Women Initiative harnesses the strength of our women through partnership with our clients, creating opportunities for our women to come together around a shared industry or practice. Whether it is hosting a specialized roundtable for women featuring speakers from Morgan Lewis, our clients, and external experts, or leveraging our vast network of successful women alumnae to discuss topics specific to women, leadership, and the power of women consumers, we are proud to support women leaders in business and industry.

LAWYER NETWORKS

Our firm has several internal lawyer networks, or affinity groups, that serve as resources for our diverse lawyers. Participation is voluntary, based on self-identification, and open to all lawyers interested in learning more about or participating in the groups' activities.

Each group—led by two influential partners and other lawyers—meets regularly, shares information, and enables junior and mid-level lawyers to gain valuable insight from more senior lawyers. The networks also play a vital role in the development and retention of diverse lawyers, and help to create a more inclusive firm culture by bringing community, understanding, and enhanced opportunities to everyone at Morgan Lewis.

Our lawyer networks include:

- Asian American/Asian Lawyer Network
- Black Lawyer Network
- Disability Awareness Lawyer Network
- First Generation Lawyer Network
- Hispanic/Latino Lawyer Network
- LGBTQ+ Lawyer Network
- Middle Eastern North African Lawyer Network
- Parent Lawyer Network
- Veterans Lawyer Network

MOBILIZING FOR EQUALITY

Morgan Lewis's Mobilizing for Equality Task Force is spearheaded by Firm Chair Jami McKeon together with Grace Speights, leader of the firm's global labor and employment practice. The task force was formed to promote racial equality and justice in the aftermath of the May 25, 2020, killing of George Floyd by Minneapolis police.

The Mobilizing for Equality Leadership Task Force includes 20 members from all ranks of our firm and across the globe. We also have formed 14 initial working groups to develop substantive projects related to seeking racial justice, including Community Engagement and Volunteerism, Racial Justice Pro Bono, Conversations on Privilege and Anti-Racism, Engaging with Clients and Alumni, Transforming the Next Generation, and Measuring Our Progress.

LONDON OFFICE EVENTS

- **King's College London | ML Women RoundTable Event**
We hosted students from King's College London to discuss working as a female lawyer at a US law firm.
- **Pride in the City**
A number of our lawyers and professional staff took part in the annual Pride in London.
- **InterLaw Diversity Forum Student Lab at BPP University**
We participated in this event aimed at high potential, diverse law students from all UK universities and backgrounds.
- **Capital Day Workplace Visit**
Our office hosted students age 16-19 who met with lawyers and staff over a networking lunch followed by presentations on Morgan Lewis, career opportunities within a law firm, and talks from various employees on their own career journeys.

ACCOLADES

- **Top 5, Best Law Firms for Diversity**, *Vault* (2022, 2023)
Recognized since 2020
- **#1, Hiring Practices, Top Firms for Gender Equity & Family Friendliness**, *Yale Law Women* (2021)
- **Mansfield Certification Plus**, *Diversity Lab* (2019-2021)
- **Best Law Firms for Women**, *Seramount* (2020-2022)
- **D&I Honor Roll**, *Exelon* (2020)
- **Top 15, Glass Ceiling Report**, *Law360* (2020)
- **Top Firm for Women in Leadership**, *Yale Law Women* (2020)
- **Inclusion Champion**, *Diversity Lab* (2022)
- **Best Places to Work for LGBTQ Equality**, *Human Rights Campaign Foundation Corporate Equality Index* (2022)
Recognized since 2009
- **Invested in Diversity Award**, *US Bank* (2020)
- **Gold Standard Certification**, *Women in Law Empowerment Forum* (2015-2022)
- **Outstanding D&I Program**, *Chambers Diversity & Inclusion Awards USA, Chambers & Partners* (2019)
- **The Ceiling Smashers**, *Law360* (2020)

KEY MILESTONES

1980

First woman partner

1985

First minority partner

2003

Diversity committee formed

2005

Upward review of partners implemented

2006

First Firmwide Meeting of Attorneys of Color

2007

Annual partner meeting devoted to diversity

2009

First 100% score from Human Rights Campaign Foundation Corporate Equality Index

2011

Joined Leadership Council on Legal Diversity Fellow program

2014

First woman firm chair elected (reelected in 2018)

2015

ML Women and ML Lawyers Networks launched

2018

- Mansfield Rule Certification
- Thomas L. Sager Award

2019

Mansfield Certification Plus

2020

Mobilizing for Equality Task Force formed

GET TO KNOW US

OPEN DAYS

Our Open Day runs in April of each year. This one-day programme is a great way to learn more about Morgan Lewis as a firm and about commercial law in general.

We will introduce you to our key practice areas in the London office and give you the opportunity to meet with some of our trainees during a Q&A session. You will also sit down with some of our associates and trainees over an informal lunch, before attending a number of skills sessions.

SUMMER VACATION SCHEME

Our summer schemes are a great way for you to gain genuine insight into life as a trainee at Morgan Lewis. We offer up to 10 places on our two-week programme, which runs in early July of each year.

During the scheme, you will be given as much hands-on experience as possible and will be supervised by a senior lawyer who will provide advice and guidance throughout the placement. You could be conducting legal research for live deals/cases, attending client meetings, sitting in on conference calls, or drafting engagement letters during your time at the firm. You will also be assigned a trainee "buddy" who will act as an informal mentor throughout the placement. You will have the opportunity to attend a number of seminars and workshops, including presentations from each of the London office's practices and a Q&A session with some of our trainees. We also organise a number of social events during the scheme, providing you with the opportunity to meet many of our partners, associates, trainees, and business support staff in a more informal setting.

Summer scheme students are assessed for a training contract during the course of the placement. Assessments vary each year, but typically will include a comprehension or written exercise, a research activity, and a group presentation, as well as a partner interview at the end of the scheme.



SUMMER SCHEME INSIGHT



ANDREW KINSELLA

Summer Scheme Student 2021 | Joins as a Trainee in August 2023

I was initially drawn to Morgan Lewis due to its diverse array of practice areas, international expertise and small trainee intake which offers a more tailored and hands-on training contract.

Particularly as a non-law student, the summer scheme was an amazing opportunity as it helped me to discover more about which areas of the law interested me and provided me with first-hand exposure to the type of work undertaken at the firm. I spent time in both the labour and finance practices and was set a wide variety of exciting tasks. In the labour team, I particularly enjoyed conducting research into supply chain diversity in the pharma industry and drafting a non-executive directorship letter for a client. My work in the finance team was also very interesting and I was fortunate to sit in on a meeting with Morgan Lewis lawyers from the New York office which focused on a particularly complex restructuring deal, allowing me to appreciate the cross-border nature of much of the firm's business.

Alongside the stimulating work, I personally found that the most enjoyable aspect of the scheme was meeting the people at Morgan Lewis. Individuals at all levels of the firm took a genuine interest in myself and the other individuals on the scheme and were incredibly helpful in answering any questions we might have. It demonstrated the uniquely friendly culture of the firm and ensured that it is an environment which I wanted to be a part of.



MARIA ADESOLA

Summer Scheme Student 2022 | Joins as a Trainee in August 2023

I was drawn to Morgan Lewis owing to its high-quality expertise across a breadth of practice areas. The small trainee cohort appealed to me, particularly as I had a few years of paralegal experience. This offered tailored hands-on training and ample opportunities to make valuable contributions to my teams. Further, the trainee-to-partner ratio and relatively flat hierarchy adopted in the London office meant I would benefit from mentorship and exposure to leading partners on deals and cases.

The summer scheme was an invaluable opportunity for me to explore the work and culture of the firm from within. I was stunned by the amount of support across the firm. Fee earners and staff of all levels genuinely wanted to see me succeed and were keen to invest their time to get to know me and answer all my questions. This gave me a sense of belonging and empowered me to proactively obtain work and share my perspective on tasks. In my first week, I sat in with the investment management team where I completed stimulating and varied tasks on live matters. I particularly enjoyed researching how secondary funds comply with new ESG regulations and drafting a carve-out clause. A highlight from my first week was being invited to a client event by the head of the practice. I was able to appreciate the level of investment the firm puts into developing client relationships. Working remotely with the finance team in my second week after testing positive for COVID-19, it was immediately apparent that the firm valued my well-being as much as my work output. During this week, I enjoyed completing legal research and discussing recent deals with associates and partners in the team.

A true distinction from the outset was that everyone at Morgan Lewis had a genuine passion for their work, clients, colleagues, and community. I left feeling motivated to work in such a welcoming environment with highly intelligent and collaborative lawyers.

TRAINING

CONTRACT PROGRAMME

Each year we recruit up to six trainees, and we are looking for candidates who show us their team spirit, commercial awareness, resilience, and passion for a career in law.

WHAT CAN I EXPECT FROM MY TRAINING?

As a trainee, you can expect to be an active member of a busy team and play a real part in doing challenging legal work. The work will be varied and complex, and will most likely involve working across a variety of different jurisdictions.

Training will begin with a comprehensive induction programme, designed to provide you with the tools and skills needed to make an immediate contribution to the firm. Each practice runs regular seminars and training sessions that all trainees are expected to attend, allowing you to continually further your knowledge and build on your proficiency throughout your training contract. You will receive regular feedback on your performance from a range of people throughout your seats, including your supervisors, peers, and colleagues. There will be an informal progress review midway through each seat, as well as a more formal evaluation with your supervisor at the end of each seat.

WHAT SEATS CAN I DO?

All of our trainees spend six months in four different practice areas, including a compulsory transactional seat (usually corporate and business transactions) and a seat in one of our contentious practices (litigation or antitrust). We offer additional seats in finance, investment management, labour and employment, structured transactions, intellectual property and tax, as well as the occasional client secondment in London. There is also the possibility to undertake a secondment in one of our international offices, including Dubai and Singapore.

While classic "seat" allocations bring a practice-area focus to each six-month phase of your training, the versatility and integration of our lawyers ensure that you will have a varied workload and regular exposure to diverse learning experiences.

TRAINEE SALARY AND BENEFITS

Salary is competitive and benefits include the following:

- Pension scheme
- Private medical and dental insurance
- Life assurance
- Cycle-to-work scheme
- Employee assistance programme
- 25 days' holiday per year
- Income protection
- Interest-free season ticket loan
- Discounted shopping

POSTGRADUATE DIPLOMA IN LAW (PGDL) AND SOLICITORS QUALIFYING EXAMINATION (SQE)

Our future trainees currently complete the SQE (as well as the PGDL, if required) at BPP University Law School in London. All law school fees are paid in full and our future trainees are provided with a maintenance grant of £10,000 whilst studying the SQE and/or PGDL. The firm does not provide retrospective funding for law school fees or maintenance grants.

From September 2021 the Solicitors Regulation Authority (SRA) introduced the SQE. Prospective trainees should not be concerned about these changes, and can expect a fit-for-purpose programme which is favourably comparable with the Legal Practice Course route. For those who are offered a training contract starting in 2024 and beyond, you will need to follow the SQE route.

A DAY IN THE LIFE...



NABEEHA UDDIN, a first-year trainee, describes a day in her life in the intellectual property (IP) practice.

9:00 AM I arrive at my desk and check the emails that I have received overnight. The IP team works at a fast pace with new matters almost every day, so no day or even hour looks the same! I flag the most important tasks for the day—often this is dictated by hard deadlines we have for any filings or submissions.

9:30 AM I call the UK Intellectual Property Office on behalf of an associate to check the status of a couple of trade mark applications for a client.

10:00 AM I have my biweekly catch up with Nick, a partner. We touch base on matters I am working on and identify areas where I can get more involved. It is also a great time to chat about careers and get some insightful advice!

10:30 AM My supervisor, Martin, has asked me to help with preparing clearance advice and a search report summary for a potential trade mark that one of our clients, a global tech company, wants to use. Carrying out searches for potential trade marks is an important stage in the life cycle of an intellectual property right.

1:00 PM I finalise the search report for the proposed trade mark and send the draft to my supervisor for review. I grab lunch with the other trainees in the office and then go for a walk by the river.

2:00 PM I have received emails over lunch from local counsel in Europe on a couple of trade mark infringement matters. The associate leading the matter asks me to review the advice and to draft reporting emails for the client, updating them and providing recommendations on how to proceed next.

2:30 PM I dial into a call with an external IP barrister who is helping us on a pro bono matter, which has an upcoming hearing at the UK Intellectual Property Office. I take notes during the call and draft an update to send to the client.

3:00 PM I work on preparing an updated action list and matter plan for one of our clients, a leading Formula 1 team. Once completed, I send across to the relevant associates for their input.

3:30 PM I have a catch-up call with an associate based in our Paris office. I am helping to draft submissions, called “Observations,” in an EU trade mark opposition at the EU Intellectual Property Office. She gives me background on the matter and we discuss strategy. I find it helpful to bounce around ideas and ask questions before I start researching and drafting.

4:00 PM I have an afternoon tea break with some of my IP colleagues. It is great to be able to catch up in person now that we are back in the office.

4:15 PM I review my notes from the call and begin work drafting the Observations. I use different specialist IP platforms to research trade mark case law and review various documents to collate the necessary facts for the draft.

7:00 PM I prepare my to-do list for the next day and make a note of any upcoming deadlines in my calendar before logging off for the day.



HOW TO APPLY

OPEN DAYS

These are open to anyone in their first year of a law degree, or penultimate year of a non-law degree. If your application is successful, you will be invited for a telephone interview before being offered a place on the day.

Applications will open on 1 December and close on 18 January.
Telephone interviews take place in February.

SUMMER SCHEME

Our summer scheme programme is open to penultimate year law students, final year non-law students, and graduates. If your online application is successful, you will be invited for a telephone interview with a member of the graduate recruitment team, followed by a second-stage interview at the London office.

Applications will open in mid-October and close at midnight on 25 January. All interviews take place in February.

TRAINING CONTRACT

Our training contract programme is open to penultimate year law students, final year non-law students, and graduates. Following submission of an online application form, successful candidates will be invited for a telephone interview with a member of the graduate recruitment team, followed by an invitation to attend one of our assessment centres. The full-day assessment will typically involve a partner interview, a comprehension or written exercise, and a group presentation, as well as the opportunity to sit down with some of our trainees at an informal lunch.

Applications will open in mid-October and close at midnight on 7 July. Telephone interviews will be held in late July, followed by an assessment in early August.

Further information, including a link to our online application forms, can be found on our website:
www.morganlewis.com/careers.



Morgan Lewis

QUESTIONS?

If you are thinking about a career in law, or have already decided that law is your chosen profession and would like to find out more, please contact us:

The Graduate Recruitment Team

+44.203.201.5000

londontrainingprogramme@morganlewis.com

www.morganlewis.com/careers

Connect with us     

www.morganlewis.com

© 2022 Morgan, Lewis & Bockius LLP

© 2022 Morgan Lewis Stamford LLC

© 2022 Morgan, Lewis & Bockius UK LLP

Morgan, Lewis & Bockius UK LLP is a limited liability partnership registered in England and Wales under number OC378797 and is a law firm authorised and regulated by the Solicitors Regulation Authority. The SRA authorisation number is 615176.

Our Beijing and Shanghai offices operate as representative offices of Morgan, Lewis & Bockius LLP. In Hong Kong, Morgan, Lewis & Bockius is a separate Hong Kong general partnership registered with The Law Society of Hong Kong. Morgan Lewis Stamford LLC is a Singapore law corporation affiliated with Morgan, Lewis & Bockius LLP.

This material is provided for your convenience and does not constitute legal advice or create an attorney-client relationship. Prior results do not guarantee similar outcomes. Attorney Advertising.

092122_221920_A4