

**Careers and Employability Service  
Additional Resources and Information for  
Law**

## **Welcome:**

We have developed this recourse pack to help you research specific job sectors which may be of particular interest to Law students and graduates.

- [Prospects.ac.uk](https://prospect.ac.uk) - Options with Law

The Prospects site includes information and advice covering: Your skills, job options, career areas, further study, what next, case studies, contacts and job search sites.

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## **SKILLS:**

A degree in law is very attractive to a wide range of employers both in the legal and non-legal sectors. As well as strong academic ability, employers also value the range of skills learned through studying law. These include:

- the ability to research, collect and analyse large amounts of information
- strong written and oral communication skills including the ability to create logical arguments and reasoned conclusions from a set of facts
- the ability to work under pressure, meet deadlines and manage time effectively

*"One of the advantages of studying law is the "thinking kit tools" you develop. Initially the ability to think logically and then gain the ability to think your way out of problems"*

Tim Flood, Partner, Jones Day

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## **Employability Activities within your degree:**

As a law student you have access to an extensive range of career events throughout your programme to develop an excellent mix of legal as well as key transferable skills. These include: a dedicated Law Careers Fair, Pro Bono activities, court visits, meetings with judges, solicitors and barristers and numerous other opportunities to build up your network of contacts in the legal profession. One of the main events is the annual Law Careers Fair providing you with an excellent opportunity to network and discuss potential opportunities with a number of key local, national and international graduate recruiters. Make the most of these opportunities!

The [Careers and Employability](#) section of the School of Law website has information on the activities in which you can become involved to improve your employability. These include an impressive range of Pro Bono activities such as BarLink, Streetlaw, Employment and Housing clinics and the Innocence Project.

You should also consider joining and participating in the events and activities of the Student Law Society and the Inns of Court Society. These include guest speakers, moots and debates.

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## **Employment Destinations:**

Around 50-60% of Law graduates undertake further study either on a full-time or part-time basis. The majority of these do the Legal Practice Course (LPC) leading to qualification as a Solicitor. Some undertake the Bar Professional Training Course (BPTC) with a view to qualifying as a Barrister.

"It isn't just the Tony Blairs of this world who start out with a legal training and end up with what seems like a completely different job" Quote from [LawCareers.Net](http://LawCareers.Net).

There are many alternatives to becoming a lawyer and employers value the wide range of skills you gain from studying Law. The examples below give you a sense of the range of careers in which you will find graduates from the University of Southampton six months after completing their degree course (data collected from 2009 onwards).

### **Law-related careers:**

- **Legal Graduate** BT
- **Paralegal** Lyons Davidson
- **Legal Intern** Kennedys [www.kennedys-law.com/](http://www.kennedys-law.com/)
- **Crown Court Paralegal** Martin Murray and Associates

### **Administration:**

- **Policy Officer** National Health Service (NHS)
- **Negotiator** Foxtons [www.foxtons.co.uk/](http://www.foxtons.co.uk/)
- **Assistant Project Manager** Track Consulting
- **Claims Executive** Charles Taylor Consulting
- **Formula One Sponsorship Manager** Quantel  
[www.quantel.co.uk/page.php?n=Careers](http://www.quantel.co.uk/page.php?n=Careers)

### **Social and pastoral care:**

- **Community Link worker** Richmond Fellowship

### **Finance:**

- **Adjudicator** Financial Ombudsman Financial Ombudsman
- **Trainee Management Accountant** NHS [www.nhsgraduates.co.uk/](http://www.nhsgraduates.co.uk/)
- **Business Trainee** Ernst & Young [www.ey.com/UK/en/careers](http://www.ey.com/UK/en/careers)
- **Acquisitions Officer** HSBC

### **Information Services:**

- **Senior Patient Data Manager** NHS Avon Primary Care Support Agency [www.avon.nhs.uk/pcsa/](http://www.avon.nhs.uk/pcsa/)

**Law Enforcement & Protection:**

- **Trading Standards Officer** Trading Standards [www.tradingstandards.gov.uk](http://www.tradingstandards.gov.uk)

Other career areas in which Law graduates have traditionally been successful include:

- Law enforcement and protection including customs and immigration, health and safety, patent and trade mark attorney work and the Police Force
- Administrative careers in education, the Civil Service and Local Government
- Community and advisory work with social care and charitable organisations
- Research and information work including journalism, publishing and library work

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## **Finding job vacancies:**

Jobs notified direct to the Careers and Employability Service are advertised on our [Jobs Board](#). For local opportunities in small companies [Graduate Jobs South](#) is a useful resource while opportunities notified to the School of Law are emailed directly to students.

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## **Key occupational information for solicitors and barristers:**

To qualify as a [solicitor](#) after completing the Legal Practice Course (LPC), you will need to complete a two year training contract. This can be undertaken with firms of solicitors, law centres, in-house legal teams or public bodies such as the Government Legal Service.

After completing the Bar Professional Training Course (BPTC), [barristers](#) undertake a year of pupillage. This is broadly divided into two distinct periods; the 'first six' is non-practising and in the 'second six' pupils can appear in court. Following pupillage, barristers look for tenancy in a set of chambers.

There is a wide range of firms, chambers and other organisations to which you can apply and it is important that you think about the sort of lawyer you wish to become and the area(s) of law in which you are interested. Do you want to be a commercial lawyer in a city firm, a human rights barrister, a criminal solicitor or a barrister specialising in tax? Firms and chambers will expect you to have done this basic research and only apply to them if they offer a specialism in which you have an interest.

Use the following websites and directories to do your research:

- [The Law Society](#) - includes the Law Society Gazette and the 'Find a Solicitor' search facility.
- [Junior Lawyers Division](#) - Offers support, advice, information and networking opportunities for students, trainees and young lawyers. Has a helpful FAQ section.
- [Solicitors Regulation Authority](#) - regulatory information on becoming a solicitor
- [Bar Council](#) - information about the training and roles of barristers. Includes a list of chambers.
- [Bar Standards Board](#) - responsible for overseeing the three stages that must be completed to qualify as a Barrister.
- [Chambers and Partners](#) - on-line version of the Chambers Student Guide. Detailed information on firms and chambers including insiders views
- [Legal 500](#) - on-line version of the Legal 500 for the UK, Europe and Pacific Rim. Search facility for law firms websites.
- [Waterlows Directory](#) of Legal and Company Services Searchable guide to solicitors, barristers, training contracts and pupillages. Also has information and advice on training for the legal professions.
- [Legal Hub](#) - includes access to directories for the Bar and in-house lawyers as well as a guide to the top legal employers.

Directories: (available in the School of Law and the [Careers Resource Centre](#))

- The Training Contract and Pupillage Handbook
- The Chambers Student Guide

Other useful sites:

- [LawCareers.Net](#) - information for future lawyers on training contracts, pupillages, vacation placements and mini-pupillages. Sign up for a weekly newsletter.
- [Targetjobs Law](#) - legal news, postgraduate study, training contracts and work experience
- [Inside Buzz](#) - has a downloadable guide to the top law firms which includes quotes from current trainees and solicitors. Articles on careers and interviews.
- [Inside Buzz \(law firm rankings\)](#) - Trainees and solicitors at over 50 UK law firms asked to rank their firms by categories such as hours worked, salary, culture, training etc.
- [Lawyer 2B](#) - news, advice, analysis and resources for law students including regular email updates.
- [All About Law](#) - wide ranging interactive website including forum, blogs and specialist articles for aspiring lawyers. Includes information for international students.
- [Law and Legal](#) - details of law firms dealing with all legal disciplines. Also has a careers section and information on specialist legal employment agencies.
- [Trainee Solicitor Surgery](#) - advice on looking for a vacation scheme, training contract, paralegal position and other legal work experience.
- [RollOnFriday](#) - news, views and gossip on the legal profession. Job hunting facility for training contract and vacation scheme opportunities
- [Legal Recruitment](#) - articles on legal recruitment, legal job markets and the legal profession.

Legal news websites:

- Legal Week - [www.legalweek.com](http://www.legalweek.com)
- The Lawyer - [www.thelawyer.com](http://www.thelawyer.com)
- Lexology - [www.lexology.com](http://www.lexology.com)

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### **Key occupational information on ancillary legal careers:**

- Legal executive - official website for the Chartered Institute of Legal Executives [www.cilex.org.uk](http://www.cilex.org.uk)
- Barristers Clerk - official website for the Institute of Barristers Clerks containing news, information and vacancies [www.ibr.org.uk](http://www.ibr.org.uk)
- Licensed conveyancer - information on how to qualify including the exams and practical experience [www.conveyancer.org.uk](http://www.conveyancer.org.uk)

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## **Training Contract, Pupillage and other law-related vacancies:**

Please note that this is not a definitive list and you should also make use of any personal contacts you may have.

Training Contracts and vacation placements:

- Prospects Legal - training contracts and vacation placements  
[www.prospects.ac.uk/cms/ShowPage/Home\\_page/Law/p!ejmLL](http://www.prospects.ac.uk/cms/ShowPage/Home_page/Law/p!ejmLL)

You can also make use of Law Society's '[Find a Solicitor](#)' database. You can search by location and specialism and find firms authorised to take on trainees.

Pupillages:

- [www.pupillagegateway.com](http://www.pupillagegateway.com) All pupillage vacancies are advertised on the Pupillage Gateway website. The site is open for vacancy browsing from March each year, and there is a window that lasts the whole of April to submit applications. Some chambers recruit outside the Gateway system in which case applications are made direct to the chambers; their timetable may or may not mirror that of the Gateway. Vacancies are also advertised in the 'Pupillage and Awards Handbook' (available in the School of Law and the [Careers Resource Centre](#))

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## **Recruitment agencies focussing on the legal sector:**

- Legal Prospects - a specialist legal recruitment website for vacancies including Lawyer, Solicitor, Paralegal, Legal Executive, Legal Secretary and general legal support roles [www.legalprospects.com](http://www.legalprospects.com)
- Lawcrossing - advertises vacancies for training contracts, pupillages, vacation schemes, mini pupillages and paralegal [www.lawcrossing.co.uk](http://www.lawcrossing.co.uk)
- Totally legal - advertises vacancies for training contracts, legal executives, paralegals and legal secretaries [www.totallylegal.co.uk](http://www.totallylegal.co.uk)
- Trainee Solicitors - database of students searching for a training contract. Allows you to add your profile for employers to search [www.traineesolicitors.co.uk](http://www.traineesolicitors.co.uk)
- Simply Law Jobs - advertises a wide range of legal jobs including paralegal, solicitors and legal secretaries both permanent and temporary [www.simplylawjobs.com](http://www.simplylawjobs.com)
- Ten Percent Legal Recruitment - specialist legal recruitment agency <http://www.ten-percent.co.uk/>

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## **Other Vacancies:**

- Prospects [www.prospects.ac.uk/links/jobvacs](http://www.prospects.ac.uk/links/jobvacs)
- Guardian [www.jobs.guardian.co.uk](http://www.jobs.guardian.co.uk)



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## **Postgraduate study and research opportunities:**

Approximately 35% of Southampton law graduates continue onto postgraduate study. The majority of these go onto the:

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### **Legal Practice Course (LPC):**

This is a one year full-time or two year part-time vocational course which is required if you wish to qualify as a solicitor. It is important to research courses carefully and decide which one will best suit your needs in terms of costs, location, options (electives), teaching and assessment, pass rates and support services including careers and pro bono opportunities. All courses offer open days and you should make the most of these opportunities to visit the institutions and speak to current students and staff. The courses are all validated by the [Solicitors Regulation Authority](#) which inspects and grades each course. The [Chambers Students Guide](#) gives insiders' views on the courses.

**When to apply:** Applications are made via the [Central Applications Board](#). For part-time study applications are made direct to the institutions.

**Fees:** Vary and range from approximately £7,900 - £14,000. Some law firms will sponsor students through the LPC as part of their training contract and the Law Society Bursary Scheme offers awards and competitions to fund the LPC. Information on this and other sources of funding is available on the Junior Lawyers Division (JLD) website:

<http://juniorlawyers.lawsociety.org.uk>

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### **Bar Professional Training Course (BPTC):**

This is the one year full-time or two year part-time course required to qualify as a barrister. It is offered at eleven institutions. Research the courses carefully and attend open days to meet students and staff to find out first-hand exactly what is on offer. Some of the issues you may wish to consider include: fees, success rates, location, number of places, options and pro bono opportunities. [Chambers Students Guide](#) gives insiders views on the courses.

**When to apply:** Applications are made on-line at <https://www.barstandardsboard.org.uk/> between early November and the closing date for the first round is early January. Offers are made from early March. It is possible to apply in a second round from early April. The Bar Course Aptitude Test (BCAT) is now a requirement for entry to the BPTC. For details on the test including the timetable for applying and sitting it please visit [www.barstandardsboard.org.uk/qualifying-as-a-barrister/bar-professional-training-course/how-to-apply-for-the-bptc/bptc-timetable](http://www.barstandardsboard.org.uk/qualifying-as-a-barrister/bar-professional-training-course/how-to-apply-for-the-bptc/bptc-timetable).

**Fees:** Vary from approximately £12,200 - £17,350. The main funding options for the BPTC are sponsorships from the Inns of Court including [Lincoln's Inn](#), [Middle Temple](#), [Inner Temple](#) and [Gray's Inn](#).

"You may wish to research the number and size of BVC scholarships on offer at each Inn. I chose to join Gray's Inn during my first year on the LLB at Southampton having visited each Inn and having researched each Inns scholarship fund. This is not to say that the other Inns scholarship funds were insignificant. Indeed, Gray's Inn has the smallest fund of the lot. It was just that Gray's Inn felt the right choice for me" Richard Sidonio (Law graduate 2008)

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### **LLM - Masters in Law:**

The LLM is becoming an increasingly popular option as the law profession becomes ever more competitive. Completion of an LLM can help enhance your CV and develop your academic and professional expertise in a particular area of law. Examples of courses include: Maritime, European, Human Rights, Environmental, Corporate Finance and Competition Law.

It is important to note that in the eyes of most firms and chambers a Masters qualification will not compensate for a disappointing result in your first degree. You will still need to meet their entry requirements in your first degree unless there were mitigating circumstances to explain your results.

**When to apply:** There are no official closing dates but for popular courses you should apply as early as possible in your final year. Applications are made to individual institutions.

**Fees:** These vary and you should contact individual institutions for further details.

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## **Bespoke Career Planning for Law Students:**

The School of Law and the Careers and Employability Service work closely together to provide you with a wide range of opportunities to develop your career management and employability skills.

If you are planning to pursue a law career you will have to begin your career planning very early. Make best use of our online resources on [Career Planning](#) and also find a suggested timetable of activities particularly relevant to law students below.

### **1<sup>st</sup> Year:**

- Attend a School of Law “Team-Building Day”
- Attend Careers and Employability Service Talk ‘Introduction to Legal Careers’ in January
- Research a career as a Barrister and a Solicitor
- Join 'Inns of Court Society' and the Student Law Society in School of Law and go on visits to Inns and law courts
- Find summer work experience – preferably in a legal/commercial field. For the Bar try for a mini-pupillage, however all work (retail/catering/leisure industry etc) is valuable for skills development.

### **2nd Year - Autumn Term:**

- Attend presentations by large Law firms such as Eversheds, Herbert Smith and Allen and Overy.
- Attend the Law Fair organised by the School of Law in November
- Apply for mini-pupillages/legal work experience for Christmas/Easter/Summer
- Look into funding for the Bar Professional Training Course (BPTC) including Inns of Court scholarships
- Consider joining one of the four Inns (not required until the May of the year you start the BPTC but the earlier you join, the earlier you can use facilities and support)
- Look at BPTC on-line website ([www.barprofessionaltraining.org.uk](http://www.barprofessionaltraining.org.uk)) and prepare to answer questions
- Apply for the School of Law ‘Streetlaw’, Barlink and Housing Clinic programmes and other voluntary legal-related activities organised by Community Volunteering e.g. Youth Justice Board for England and Wales, Victim Support South Western Division via [www.susu.org/something-for-everyone/community-volunteering/2012/](http://www.susu.org/something-for-everyone/community-volunteering/2012/)

### **2nd Year - Spring Term:**

- Attend Employability Skills Programme organised by the School of Law in January
- Continue with applications for mini-pupillages/legal work experience
- Attend National Pupillage Fair (early March)
- Get involved in School of Law negotiating teams for competitions
- Apply for early recruited pupillages through the Pupillage Gateway ([www.pupillagegateway.com](http://www.pupillagegateway.com)) or direct for pupillage to other Chambers recruiting two years ahead
- Start preparing applications for Training Contracts (to start two years later)

### **2nd Year - Summer Term:**

- Continue with pupillage applications to other Chambers
- Join an Inn if you haven't already done so – note scholarships offered. Investigate other sources of funding
- Apply for Training Contracts. The closing date for most firms is 31st July

### **3rd Year - Autumn Term:**

- Continue to apply for mini-pupillages/legal work experience
- Apply for pupillage through the Pupillage Portal Autumn Season
- Attend Open Days at BPTC and Legal Practice Course (LPC) providers
- Apply for Inn of Court BPTC scholarships (deadline usually first Friday in November)
- Apply for a place on the LPC ([www.lawcabs.ac.uk](http://www.lawcabs.ac.uk))
- Apply for place on BPTC using BVC on-line web site ([www.barprofessionaltraining.org.uk](http://www.barprofessionaltraining.org.uk)). Deadline usually second week in January

### **3rd Year - Autumn and Spring Term:**

- Continue to apply for mini-pupillages/legal work experience
- Confirm/defer place on LPC
- Attend National Pupillage Fair (early March)
- Apply for pupillage through the Pupillage Gateway (April) and direct for other Chambers

### **3rd Year - Summer Term:**

- Join an Inn of Court (31st March deadline)
- Graduate
- Attend mini-pupillages/legal work experience
- Apply for Training Contracts. Some firms advertise for training contracts a year or less in advance. Check deadlines using [www.lawcareers.net](http://www.lawcareers.net)

### **After Graduation:**

- Attend BPTC or LPC for a year
- Continue to apply for pupillages/Training Contracts

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## **Alumni Information and Profiles:**

A selection of Law alumni can be found on the [School of Law alumni page](#).

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