

# Swinburne Maddison LLP

swinburnemaddison<sup>LLP</sup>

Legal solutions that fit

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## **About our business:**

We are a leading law firm in the North East region, with a focus on excellent client service and a desire to promote our staff development. We offer a broad spectrum of legal services, assisting a client base comprising individuals through to multi-national companies. We are ambitious about our future development and the contribution we can make to the whole region. We were named Northern Law Firm of the Year (6+ partners) at the Northern Law Awards 2017.

## **About the internship:**

The opportunity will be in any of our legal service departments, working on a single project alongside solicitors or assisting with a number of tasks across a department. The role will involve legal research, legal drafting, shadowing solicitors and other tasks typical of a solicitor's role.

## **Duration of internship:**

2 weeks

## **Dates of internship, if fixed:**

24<sup>th</sup> June 2019 – 5<sup>th</sup> July 2019

## **Where will the internship(s) be based?**

It will be based at Venture House, Aykley Heads Business Centre, Aykley Heads, Durham, DH1 5TS

## **Working hours / hours per week:**

9am to 5pm, Monday to Friday with 1 hour for lunch

**Do applicants have to be studying a particular subject or in a particularly Faculty, or would a particular subject be preferable? If so, please specify:**

No – any subject is acceptable if there is an interest in a future legal career.

**Do applicants have to have any specific skills or existing knowledge? (for example, coding, social media expertise, foreign language ability, etc.):**

No

**Do applicants have to be DBS checked?**

No

**Describe your ideal intern in five words:**

Committed; positive; innovative; independent; enthusiastic.

**Remuneration:**

We will offer a fixed contribution of £400 for the 2 week period as a contribution towards living expenses for the duration of the internship.

**We are supporting the Intern:NE initiative because:**

As a Durham based firm, but with a regional reach and focus, we are passionate about supporting regional businesses and attracting the best recruits to the area. We believe this is one of the vital ways that the firm can support the upward development of the North East.

**How to apply for this internship:**

Please send an up to date electronic CV with covering letter to Carolyn Beal, Partner at [cb@swinburnemaddison.co.uk](mailto:cb@swinburnemaddison.co.uk) by 5pm on Monday 8<sup>th</sup> April. Shortlisted candidates will be asked to complete an additional short written task set by Swinburne Maddison in due course.

**If you have any further questions about the internship, please contact:**

Carolyn Beal, Partner at [cb@swinburnemaddison.co.uk](mailto:cb@swinburnemaddison.co.uk)