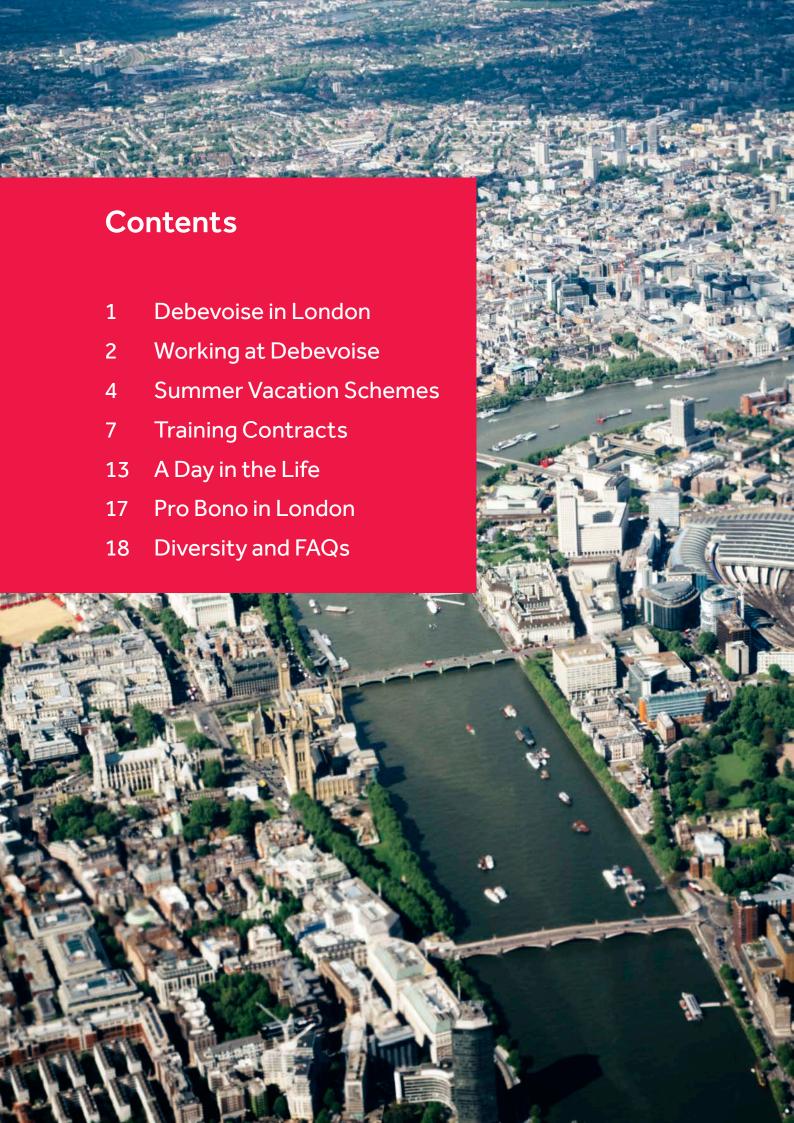


Debevoise Plimpton

Starting Your Debevoise Career



### **Debevoise in London**

Since opening in 1989, the London office – Debevoise's second-largest – has developed remarkable talent and expertise in the firm's core practice areas, including private equity, insurance, international disputes and investigations, arbitration, financial institutions, M&A, finance, capital markets and tax. Market-wise and expert in English and European law, the London office is an integral part of a closely coordinated global practice that includes colleagues in Europe, the United States and Asia.

English and New York law have come to occupy leading positions in much of the world, the London office boasts deep expertise in both.

The office's leading International Dispute Resolution Group practice similarly spans legal regimes, as well as international borders, languages, industries and court systems. Led by a team of seven partners, the practice's advocacy-led approach makes it distinct in the market, with capabilities ranging from international commercial arbitration, domestic and international commercial litigation and public international law, to white collar crime and investigations. Debevoise's London talent and resources in these areas are described by *Chambers UK* as "stellar" and "distinguished." The practice is chaired by former UK Attorney General Lord Goldsmith QC, who has been described by a major legal directory as "one of the great doyens of the English Bar."

Debevoise's London Corporate Practice has advised on some of the largest public listings, globally significant M&A transactions, and innovative acquisition financings and strategies for corporate clients, and has a market-leading fund formation practice supporting its expanding fund sponsor client base. According to *Legal 500 UK*, "the transactional team at Debevoise & Plimpton LLP are 'responsive, thorough and precise."

In close collaboration with the firm's other offices, London office lawyers build and coordinate specialised teams to advise on local and international matters in the United Kingdom and throughout Europe, as well as across emerging market territories, including India, the Middle East, Africa, Russia/CIS and Latin America.

# **Working at Debevoise**

### **Working in London**

Debevoise has been in London for over a quarter of a century. Today, we have over 100 lawyers in the city, working with some of the world's most high-profile and interesting clients. The office is home to strong and growing teams focusing on everything from high stakes international arbitration to major cross-border M&A. The office also has a distinctly international feel to it. The firm's London-based team is drawn from around the world, and it leads on much of the firm's global work, regularly collaborating with colleagues in Europe, Asia and the United States.

It's an intense but rewarding place to work. Lawyers at all levels have the opportunity to work on challenging, stimulating matters from day one. We believe that's how you build an exceptional team: by posing tough questions and giving the support and guidance needed to come up with the right answers. In recruiting, we look for people who will thrive in such an environment. That means high academic achievers but also leaders, creative thinkers and effective communicators.

### **Key Contacts for All Enquiries**



Romina Tsvetkova
Recruitment Manager
rtsvetkova@debevoise.com



**Alex Collyer**Recruitment Administrative Assistant acollyer@debevoise.com

## **Fundamental Values of the Firm**

Our fundamental values are:

- Uncompromising integrity in our relationships with our clients, other lawyers, the public, and each other.
- A dedication to excellence of service to our clients, which has, as its focus, maximum effectiveness in achieving the client's objectives, consistent with professional standards.
- A dedication to the principle that our practice should not only be profitable but should also be personally satisfying and interesting.
- Cohesiveness and collegiality within the firm, founded in the character of those we select as partners, counsel, associates and staff and in fundamental principles of fairness and cooperation. Our emphasis is on the success of the firm as a whole.
- Recognition of the importance of the quality of our lives and of the need for balance and mutual support to deal with the pressures of practice and our lives.
- Strong commitments to public service and public responsibility, equal opportunity and the improvement of our profession.



# Spring and Summer Vacation Schemes

### The Scheme

Debevoise offers three two-week vacation schemes which are held in the the spring and the summer each year.

You will be assigned a mentor in one of the firm's practice groups: litigation, arbitration, corporate (which includes M&A, private equity, insurance, finance and funds) or tax. You will have the opportunity to work closely with several lawyers and also gain experience in other practice areas.

At the start of the two weeks, you will be assigned individual and team projects. In addition, you will be invited to attend lawyer practice group meetings.

There will be planned social events during your time with the firm as well as impromptu get-togethers with lawyers and trainees.

At the end of the scheme, you will have gained an insight into what life really is like as a Debevoise lawyer.

### **The Process**

- Applications are usually open from the **beginning of October**.
- A link to the online application form can be found on the careers page during this time.

As the firm recruits all of its trainees from the pool of candidates who attend the vacation schemes, you should apply for a place on the schemes through participation on our open days.

The firm holds open days to recruit for the vacation schemes, normally in February and/or March. Up to 100 candidates will be invited to attend. On arrival, you will meet the graduate recruitment team and will spend time with a mentor who will show you around the office and answer any questions you may have. There will also be a short interview.

There is an informal networking lunch during which time you will have the opportunity to meet current trainees and lawyers. The lunch is intended as much for you to get to know the firm as the other way around.

After the open days, candidates are notified if they will be offered a place on the spring or summer vacation schemes.

The schemes are open to law undergraduates in their penultimate year of study or non-law graduates in their final year. Graduates and post-graduates are also welcome to apply. Applicants should be expecting to achieve at least a 2(i) in any degree discipline and have a minimum of 360 (old tariff) or 144 (new tariff) UCAS points at A-level (or equivalent).

Successful vacation scheme candidates will be notified around the end of March. There are about 40-45 places available each year.



"I applied to Debevoise not only because of its market leading reputation but also because the firm stood out to me as one filled with intelligent, enthusiastic and interesting people. This was re-enforced during my experience of the application process and the vacation scheme.

I was given the opportunity to work for most of the departments that the firm has to offer, which gave me the widest experience of the vacation schemes I attended. I spent my time looking into experts' reports for an ongoing dispute, researching merger

control rules in foreign jurisdictions and much more. Debevoise treated everyone on the scheme like they were already trainees, which really gave us the opportunity to find out what life is like working for an international law firm. The firm also organised events for us to meet members of the firm outside the office, including a cocktail making class and lunches with our mentors.

Everyone was given the opportunity to work on a pro bono project, researching the effects of recent changes in the law on some of the firm's pro bono clients. Debevoise places a strong emphasis on its pro bono and everyone is encouraged to take part in a range of pro bono matters.

After I finished my two weeks, I had no doubts that Debevoise was the firm that I wanted to work for and was thrilled when I was offered a Training Contract. The work is of the highest calibre and the environment is friendly – to me it is nothing short of perfect."

### Katie Power, Associate, Class of 2019



"When I went into my summer of vacation schemes, Debevoise & Plimpton was already at the top of my list of firms where I would want to undertake my training contract. On paper, Debevoise seemed an ideal fit: an elite and well-respected firm that would allow me to work in small teams on cutting-edge deals and cases. On a more personal note, I have long had an interest in arbitration and litigation, and Debevoise is one of a few firms in London that are actively growing and investing in this department. I was fortunate enough to sit in litigation/arbitration over my two weeks, but was strongly encouraged to be proactive and find work from other lawyers in

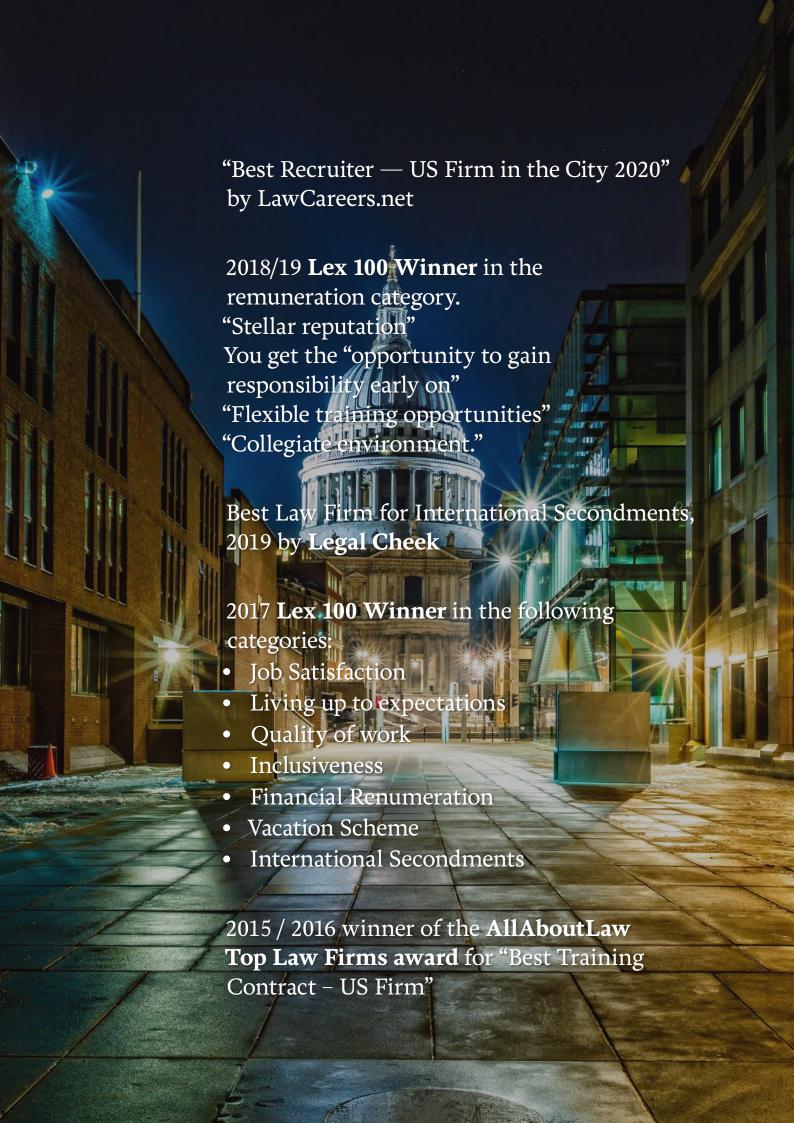
different departments, and not just my mentor. This meant that within a very short space of time it became possible to get to know a lot of different lawyers and learn about their practices.

I found that everyone was incredibly friendly and approachable, and were very willing to share their experience of working at Debevoise and their own career development over lunch or coffee (or cupcakes!). I also really appreciated that I was given advice on how Debevoise could help me with my long-term career aspirations, as opposed to just during the term of the training contract. It became clear that Debevoise was a supportive environment which encouraged you to decide for yourself what kind of lawyer you wanted to be. You would not be treated as just another fee-earner or expected to fit any sort of mould.

What I really appreciated was that I was treated like a trainee, meaning that I was constantly busy and that when I gave work in or was asked for my opinion, it was taken seriously – and not just dismissed as a task completed by a vacation scheme student. At the same time, I enjoyed that the work continuously varied in nature and that I was given as much responsibility as I was able to handle. Over my two weeks, I was given the opportunity to attend court, research sanctions for a firm newsletter, assist on pro bono cases, write research notes on points of contract law, and research on a business and human rights project, learning a huge amount along the way.

Finally, I found that I genuinely got along with everyone I met, from senior partners to the café staff, and even during my interviews. All told, it was easy to accept my offer from Debevoise, and I am excited to start my career there."

Sara Ewad. Second-Year Trainee



# **Training Contracts**

### The Scheme

Debevoise's London office is growing fast. Currently, the firm expects to hire nine Trainees each year.

The period of recognised training comprises four six-month seats with a mandatory seat in litigation / arbitration. Trainees may also have the opportunity to spend time in the Moscow and Hong Kong offices. Second year trainees complete a three-week business and finance education program (mini-MBA) at Columbia Business School, New York.

Training contracts are designed around you. This is done by giving you freedom and responsibility from the beginning. The training programme is not rigidly structured, so trainees have the opportunity to take charge of their own learning.

The firm places an emphasis on providing trainees with a supportive environment, with trainee supervisors always available and willing to answer questions. Trainees are also involved in the seat rotation process, with preferred practice groups accommodated wherever possible.

Trainees are very much part of the team and make meaningful contributions from day one. As a trainee at Debevoise, you can expect to have extensive contact with partners, counsel and other lawyers within the firm.

### **The Process**

- Debevoise generally recruits trainees two years in advance.
- Applications for our open days which offer the opportunity to secure a place on our spring and summer vacation schemes are usually open from 1 October.
- A link to the online application form can be found on the careers page during these times.

As all London training contracts will be offered to candidates who have participated in the spring or summer vacation schemes, anyone interested in a training contract at Debevoise should apply for a space on the open days.

Most training contract applicants are either penultimate-year law students or final-year non-law students. However, graduates and postgraduates are also welcome to apply. The firm looks for applicants whose personal qualities, academic record and other achievements demonstrate exceptional ability, motivation and potential for growth. As trainees are given high levels of responsibility from day one, the firm looks for applicants who are able to excel when they are out of their comfort zone.

Successful applicants will have consistently high levels of achievement both at A-level (or equivalent) and at university. Applicants should be expecting to achieve at least a 2(i) in any degree discipline and have a minimum of 360 (old tariff) or 144 (new tariff) UCAS points at A-level (or equivalent). In addition to strong academics, successful candidates should be business-minded and able to demonstrate commercial awareness.

#### **Benefits and Rewards**

- First-year trainees receive a salary of £50,000 per annum
- Second-year trainees receive a salary of £55,000 per annum
- We partner with The University of Law for the GDL and LPC. Full tuition fees are paid for both the GDL and LPC, together with a maintenance grant of £9,000 per year.
- Debevoise is a lockstep firm, which means all lawyers receive the same remuneration according to their class year. This helps foster a culture of teamwork and collegiality. Instead of competition amongst lawyers, they are able to work together as a team and prioritise client interests.



"Right from my initial interactions with the firm it was clear that Debevoise did things differently. The Open Day felt like an opportunity to get to know the people at the firm, not just a grading exercise and since joining, those with whom I have worked have been both fiercely intellectual and remarkably amiable. Across my training contract I have had the opportunity to work with partners and associates on a range of matters – everything from complex emerging market M&A transactions to a pro bono case in the Supreme Court of

Belize. Through these matters, I have always felt emphasis on my professional development. This sets Debevoise apart and has made it truly a unique place to train."

Zachary Sosah, Second-Year Trainee



"I was instantly seduced by the atmosphere of the firm, where people always had the time to greet us and have a chat... I was fascinated by the high profile cases lawyers around me were working on."

Charlotte Lelong, Associate, Class of 2018

 ${\bf Starting\,Your\,Debevoise\,Career}$ 



### Patrick Taylor, Partner and Training Principal

"Our training contract provides an excellent grounding in both substantive law and in the skills required of qualified lawyers. Our work is international in nature and so our trainees are exposed to a wide range of cultures and to work in many different jurisdictions. Our emphasis is,

of course, on training in English law but that is used in many different types of international transactions and cases, and so our trainees soon learn to be flexible and to accommodate the styles and requirements of our varied client base. We aim to give our trainees as much direct exposure to clients as possible. As we get to know our trainees we can make judgements on how much independence they are comfortable with and the level of work they can deal with. We generally find that their skills develop rapidly in the early stages of their careers and so, within a relatively short space of time with us, our trainees can operate with some independence, can contribute effectively to our practices and are able to help service the demands of our clients.

"During their two-year training contracts, we seek to offer trainees exposure to as many of our practice areas as possible so they gain experience of a broad range of work. Some trainees then gravitate towards litigation work and others to non-contentious work. We treat our trainees as individuals and their preferences and skills differ. We seek to find out what our trainees are best at and what they most enjoy and then try to match that with the work we carry out.

"We believe every lawyer that has completed a training contract with us has learnt an enormous amount and is well prepared to advise clients, as a qualified lawyer, on a broad range of issues. It is critical to us that our trainees enjoy their training contracts as well as gaining the confidence and skills necessary to perform at a high level as junior associates. I do not believe it is possible to become a great lawyer without enjoying the work so we make every effort to make sure our trainees are happy and are given work that is challenging and interesting.

"Our trainees are valued members of our firm and our future success in London depends in large part on us continuing to train lawyers that can perform at the very highest level. I am delighted by the standards our trainees have been able to achieve and that our training programme continues to go from strength to strength."

10



"One thing that struck me during my vacation scheme was Debevoise's open door policy. The friendliness and approachability of everyone here was borne out during my training contract. And that applies to lawyers on the other side of a deal as well as colleagues internally: it turns out you don't have to be unkind to drive a hard bargain and sharing ideas is often the best way to find a solution that works for everybody. Combined with relatively small teams and a flat structure, that means you will often be directly learning from, and

working meaningfully with, partners and senior associates from the get-go. Whilst the jump to associate felt daunting, thanks to the increasing levels of responsibility we had been given as trainees over the two years, we were actually very well equipped to deal with the challenge"

Sarah Hale, Associate, Class of 2015



"I trained at Debevoise between 2008 and 2010. I enjoyed my training contract and qualified into the litigation department. One of the best aspects of the training contract was the supervisors.

"I was delighted to be asked to become a trainee supervisor last year. It's good to be able to share my experiences at the firm with the new trainees and try to bring together all the things I learned from my supervisors. Because I was a trainee here, I think I have good

understanding of how things work in the office and the things that may be of concern to trainees. I hope I can use that experience to help the current trainees. One thing in particular that I found good about the training contract at Debevoise was that I was encouraged to seek out work from lots of people within each department in which I was sitting, rather than just my supervisor. This allowed me to learn from many different people over the two years and allowed me to get to know nearly everyone in the London office. It also let me see bits of work that I might never have seen if I had only worked for my supervisor. Since I have started supervising trainees, I have also tried to ensure that they are given the chance to work for as many different people as possible and see all the different kinds of work we do in the department. There are several former Debevoise trainees now acting as supervisors, and it is a great sign for the London office that trainees are moving into more senior positions and being given the opportunity to pass on the things they have learned to others. I know it is very rewarding to see a trainee develop in your seat and I was particularly happy when my first trainee qualified into my department."

Tom Jenkins, Associate, Class of 2010

# A Day in the Life

### A day in the life of...



Blaise Matthews
Departments to date: Corporate, Commercial Litigation,
International Arbitration, Antitrust
University: University College
London Degree: Law LLB (1st)

**9:30:** Arriving at the office I grab a coffee and check what emails have come in overnight.

**9:45:** My supervisor and I have our daily run through of tasks and priorities and catch up on any news from over the weekend.

**10:15:** As nothing on our matters is too pressing this morning, I turn to a pro bono case I'm working on with a colleague from my previous arbitration seat. The case concerns a constitutional challenge in a jurisdiction where homosexuality is illegal. I summarise some recent case law and feed some drafting comments into a client memo. I then phone the senior associate on the case and discuss next steps.

**11:50:** A partner in my department invites me to a client pitch meeting being held later in the week and asks if I can pull together a briefing pack on the potential client. I research the company and produce a corporate and litigation portfolio. I also run internal conflicts checks and summarise any recent news items.

**13:00:** I go out for lunch with the rest of my trainee intake. Eight trainees per year is enough to not feel isolated but small enough to mean a close-knit group. Our number is currently pretty depleted due to trainees being on secondment to the Hong Kong and Moscow offices, and others attending the annual business education course in New York.

**13:50:** I prepare for our global division conference call in which associates and partners report from each office on the progress of cases and deals. Antitrust and competition is an area where matters can be both transactional and litigious, which makes for a varied and interesting call. I provide a briefing on a recent ECJ decision which is relevant for merger control. I update our internal tracker documents which show the progress of our global filings.

**15:00:** I attend a meeting as a member of the London diversity committee at which we discuss affinity networks and upcoming inclusion training. I have conversations afterwards with members of our HR team about an upcoming recruitment event.

15:35: I return to my desk and progress some work on our team's current main deal.

We are making regulatory filings in the EU, US and fifteen other jurisdictions. I draft some instructions for local counsel in Tanzania and review a packet of board documents for legal privilege. Like most deals and cases at the firm, I am the sole designated trainee on this matter - although daunting at times it means early responsibility and substantive, interesting tasks.

**16:20:** In September I will be qualifying into the firm's litigation department and so I attend some witness interviews on the case I'll be working on as an associate. I take a note of the interview and then present a short summary of how it went for colleagues who were unable to attend.

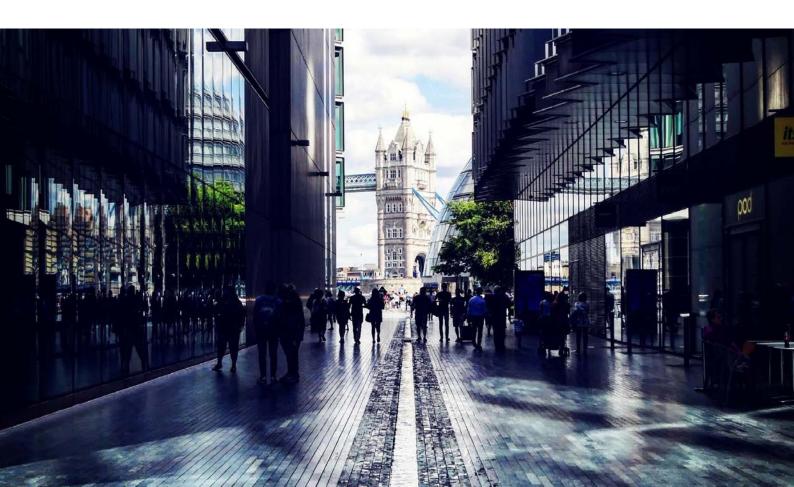
**17:40** As my current team produce a note on restraints of trade for Practical Law, I review some recent European Commission decisions and update the note accordingly.

**18:30** I take a call from a colleague in the New York office who I previously worked with extensively during my White Collar seat. We discuss plans for her upcoming visit to London and catch up on office news.

**19:00:** I set up a meeting with the trainee due to be taking over from me and produce a handover note.

**19:30** I check in with my supervisor, since there is nothing else urgent for today we both log our time entries and leave the office.

**19:40** I head to the firm alumni summer party, after which I go out for drinks with fellow trainees and some junior associates.



### **Pro Bono in London**

The firm's commitment to pro bono work is global, spanning all offices and all levels. The London office invests considerable resources in understanding the needs of the community in which it operates. The London Pro Bono Committee leads the development of suitable pro bono activities. Although pro bono work is not compulsory, Debevoise strongly encourages lawyers joining the firm to assist those who are unable to afford access to high quality legal advice.

Your exposure to pro bono work begins as soon as you join the London office, when you receive guidance and encouragement from the head of the London Pro Bono Committee to help identify opportunities suitable for your skills and level. The firm provides on-going support when you take on pro bono matters, treating each matter as equivalent to billable work.

As a trainee solicitor you will be exposed to a range of pro bono work during your training contract. In addition to working on your superviser's own pro bono caseload, trainees attend the UnLtd social enterprise and Hackney consumer advice clinics with lawyers from across the firm. Pro bono work allows you to develop hard and soft skills throughout your training contract. Pro bono work also provides additional opportunities for you to develop work relationships with associates, counsel and partners outside the department you are assigned to, assisting your integration into the firm at an early stage.

The Pro Bono Committee wants to identify suitable opportunities for associates. Some pro bono matters may see you join a team, gaining expertise under the guidance of a senior lawyer, or sharing your own expertise with colleagues. Others may be individual, allowing you to develop and maintain client relationships over an extended period of time with some of Debevoise's most long-standing pro bono clients.

Transactional partners and counsel attend both the UnLtd and Hackney clinics, take on a range of pro bono matters and supervise the casework of others. Litigation partners and counsel are equally active, both supervising associates and acting as advocates at domestic and international level.



"One of the deciding factors in my decision to join Debevoise was its commitment to pro bono and its pro bono practice. Pro bono has been part of my legal practice ever since I was a junior barrister and I wanted to work in a firm that would ensure this continued."

Lord Goldsmith QC, London Co-Managing Partner



# **Pro Bono in London**



82% London office doing pro bono



74
Nonprofits and social enterprises assisted



2.7% Pro bono as a percentage of total billed



 $\begin{array}{c} 28 \\ \text{Vulnerable} \\ \text{individuals} \\ \text{assisted} \end{array}$ 



**5,767** Hours done



Litigation

■ Corporate



### Our biggest pro bono clients









# **Diversity and FAQs**

### **Diversity**

Debevoise places a strong emphasis on equality and diversity, and is dedicated to attracting, retaining and promoting lawyers and administrative staff from diverse backgrounds. To ensure a continued focus on this commitment, the firm has an active Diversity Committee as well as externally partnering with SEO London. Diversity data relating to the London office is available from the firm's HR Department.

Should you have any questions that are not answered here, please email us at Londonrecruitment@debevoise.com

### **FAQs**

### **Vacation Scheme**

Can I apply for the vacation schemes if I am already working, having finished my GDL and LPC?

Yes, the firm will consider any application as long as you meet the necessary academic entry requirements (at least a 2(i) in any degree discipline and a minimum of 360 (old tariff) or 144 (new tariff) UCAS points at A-level (or equivalent)).

Do I have to complete an online application form, or can I submit a CV and covering letter?

The firm will only consider applications that have been submitted through the online application form.

Do I need to complete a vacation scheme before applying for a training contract? As the firm recruits all trainees from vacation schemes, you should apply for a place on our open days in order to secure a vacation scheme placement.

Will I have the opportunity to work in more than one practice area? Yes. You will be assigned a mentor with whom you will work. However, there will be other opportunities during the two weeks for you to work in other practice groups.

### **Training Contracts**

Do you offer work experience?

In London, the firm runs vacation schemes for undergraduate students who are studying law or non-law degrees.

Do I have to complete an online application form or can I submit a CV and cover letter? The firm will only consider applications that have been submitted through the online application form.

Do you accept applications from candidates who need a work permit? Yes, but any offer will depend on the firm successfully obtaining a work permit for you. If you are successful in securing a training contract, Debevoise will offer assistance to obtain the necessary work permits and visas. You will have to provide all of the information and documentation required (e.g., proof of academic and professional qualifications, current CV and valid passport). Please note that the firm cannot be held responsible for any restrictions imposed by the UK Border Agency.

Can I train to be a solicitor in England & Wales with a law degree from overseas? You will be required to complete the Graduate Diploma in Law (GDL) and then the Legal Practice Course (LPC) before you are able to start your training contract. The requirements are different if your undergraduate law degree was obtained from a common law jurisdiction (e.g., Australia, Canada, India, New Zealand, South Africa) and you may be able to complete the Qualified Lawyers Transfer Scheme (QLTS).

Please check these requirements with the SRA.



Can I request feedback if I was not invited for an interview? As we receive hundreds of applications, it is only possible to provide feedback to those who have interviewed with us.

If I am unsuccessful after my interview, can I re-apply in the future? You may re-apply but candidates who have been interviewed before and were not offered a training contract are unlikely to be successful in a subsequent application.

Do you have a preferred institution for the GDL and LPC? Yes, we partner with the University of Law for the GDL and LPC.

If I have already started the GDL or LPC, will I be reimbursed for my fees? If you have recently started the course then the firm will fully reimburse your fees. However, if you have completed or substantially completed the course prior to accepting our offer, the firm will not reimburse your fees.

Can I start my training contract earlier than the advertised intake? Whilst Debevoise cannot guarantee you a position earlier than advertised, the firm does occasionally have positions available sooner.

How many trainees are kept on at qualification? London retention rates are consistently high and most trainees are offered and accept associate roles with us.



"The training contract at Debevoise was a hugely rewarding and enjoyable 24 months, with one particular highlight being the three-week MBA program in New York. The firm's collegial atmosphere, which had left such an impression on me during my vacation scheme, remained a constant throughout my four seats. And while the Associate-level tasks with which trainees are entrusted at Debevoise may seem daunting, the willingness of all lawyers, from Partners to NQs, to make time to talk through legal and commercial issues that

may arise on a given deal, case or investigation is what, for me, sets the firm apart."

Jake Grandison, Associate, Class of 2015



"Debevoise's collaborative and inclusive culture means teamwork across offices and practice groups is a core strength of the firm. I was fortunate to experience this first-hand both as a trainee in the London office and whilst on a six-month secondment to the Hong Kong office. Furthermore, Debevoise's long-standing commitment to pro bono work means trainees play a key role in supporting local and international charities and social enterprises. This is something that I continue to enjoy as an Associate."

Hilary Davidson, Associate, Class of 2015

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