



CAPA LONDON SAMPLE INTERNSHIP LIST LAW AND LEGAL


INDUSTRY DESCRIPTION

The Legal field is one of the most difficult to secure placements in because so many British Law students undertake placement semesters either during or directly after their studies. Students who are applying for an internship in the law or legal arena should have excellent research and analytical skills and a demonstrable interest in the British legal or criminal justice system. It is essential that students also include details of relevant coursework and any previous experience in their application as this is a challenging field in which to secure opportunities and placements are highly competitive.


It is important to note that students are not able to undertake positions within large law firms, many run their own placement opportunities and they expect students to have a high understanding of UK law to undertake these positions. Students limited knowledge on the UK legal system and laws and legislations mean that direct case work with firms is not feasible.

EXAMPLES OF PAST PLACEMENTS

Please note that the following sites are a brief cross-section of current CAPA internship host sites and should not be considered as a guaranteed location for your placement. All internship & service learning placements will be dependent upon each individual applicant's application documents, prior experiences, demonstrated skills and their aspirations and goals.

<p>Citizenship Foundation</p> 	<p>The Citizenship Foundation is an independent charity working throughout the UK and overseas to promote more effective citizenship through education about the law, democracy and society. Founded in 1989, it aims to empower people, particularly the young and disadvantaged, with the knowledge, skills and understanding to engage positively with their communities. Our work includes a comprehensive range of citizenship resources for a wide audience from teachers to young offenders, nationwide and international training, and national active learning projects for secondary schools, community-based projects to develop Citizenship Education as a collective responsibility and research to advance our understanding of best practice in citizenship education.</p>
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<p>Commonwealth Magistrates' and Judges' Association</p> 	<p>The Commonwealth Magistrates' and Judges' Association (CMJA) is a unique international association which brings together judicial officers from over 68 jurisdictions in the Commonwealth and beyond. Interns at the CMJA have the opportunity to be involved in various high-profile projects that include conference organizing, grant writing, funding research and reviewing judicial casework related to gender and human rights issues.</p>
<p>Greenways Law</p> 	<p>Greenways Law offers decades of legal experience with a fresh approach. We provide legal advice, support and services for a broad range of issues including conveyancing, wills and probate, employment, commercial etc. Our experienced and approachable solicitors pride themselves on excellent client communications and on keeping the legal process as simple, efficient and cost-effective as possible. With offices in London and Cornwall, we can service your needs.</p> <p>Greenways Law has a long history dating back to 1790, having merged and acquired excellent teams and firms along the way including Messrs, Whitford and Sons, Jenners Conveyancing and most recently Verto Legal.</p>
<p>Hibiscus Initiatives</p> 	<p>Hibiscus Initiatives (formerly known as Female Prisoners Welfare Project) is a registered charity established in 1986. Hibiscus supports disadvantaged vulnerable women from BMER & migrant communities, asylum seekers, EU nationals & the Romani population. We provide advice & support with specialist information. Hibiscus facilitates communication with families and communities to maintain links & ties and increase chances of successful re/settlement.</p>
<p>The Lawyer (a division of Centaur Media)</p> 	<p>For the past 30 years, The Lawyer has led the way in providing cutting-edge editorial commentary and incisive analysis to the UK legal market. Our portfolio of data-rich products equip industry leaders with the actionable insight they need to make business-transforming decisions, anticipate new challenges and take advantage of new opportunities.</p>

<p>The Magistrates Association</p> 	<p>The Magistrates Association is a not for profit established and incorporated to promote the sound administration of the law in England and Wales, including, but not restricted to, educating and instructing magistrates and others in the law, the administration of justice, the treatment of offenders and the prevention of crime.</p> <p>It is membership organisation, comprising just under 15,000 sitting and retired magistrates, governed by its members and supported by a small secretariat of paid staff.</p>
<p>The Youth Offending Service (including Kensington & Chelsea, Westminster, Hammersmith & Newham)</p>	<p>The main purpose of the Youth Offending Service is to reduce offending by children and young people. The statutory part of the service works with children and young people aged from 10 to 18 years, who come to the attention of the police and courts because they have been involved in crime. The preventative part of the service aims to stop young people offending and becoming involved in the criminal justice system. The service provides a range of services to help and support young people, and their families, to try to stop them from becoming any further involved in crime and anti-social behaviour.</p>

POTENTIAL PROJECT OPPORTUNITIES

Project opportunities will be dependent upon the current needs within the organisation and the demonstrated skills and abilities shown by each intern. It is imperative to remember that project opportunities will develop over time and throughout internship placements. Projects may include but are not limited to:

Assisting in Bail Assessments of Young People

Media Work & Information Dissemination

Community Outreach

Office Support & Administration

Event Support

Policy Work & Campaigning

Legal Advice & Strategic Casework

Research & Data Analyst

TRANSFERABLE SKILLS

It is essential to maximise every opportunity within the internship placements. If tasks and duties are approached in a professional manner, interns can take away additional skills and abilities that will be of benefit to their personal and professional development. Transferable skills sets include but are not limited to:

Accuracy & Attention to Detail

Planning & Organisation

Administrative Skills

Research & Information Gathering

Effective Communication, Written & Oral

Teamwork

Independent Work & Self-Reliance

Understanding of the British Legal System & Practices

PERSONAL PROFESSIONAL DEVELOPMENT

Through their internship and extra-curricular activities, we work to help students develop the following skills:

1. **Networking:** The ability to intentionally and purposefully connect and interact with others in order to develop professional and social relationships.
2. **Communications:** The ability to receive, interpret and articulate information and ideas effectively.
3. **Remote Collaboration:** The ability to utilise IT resources to connect virtually with others and achieve collective goals and objectives.
4. **Global Perspective:** To develop skills required to live and work in an interdependent world through forming an understanding of connections between one's own life and those of people across the globe.
5. **Cultural Awareness:** To develop an understanding of oneself, others and to embrace and appreciate diverse and complex perspectives, values and beliefs.
6. **Organisation, Time Management and Prioritisation Skills:** The ability to achieve identified outcomes by using your time, energy and resources in an effective and productive manner.
7. **Problem Solving:** The ability to find solutions to difficult or complex issues and to manage moments of uncertainty or ambiguity.
8. **Adaptable:** The ability to adjust oneself readily to different conditions and environments.
9. **Goal Setting:** The ability to identify, form and implement actions that will guide you towards predetermined aims and objectives.
10. **Career Based or Vocational Skills:** The development of specific knowledge or abilities related to an occupation.