

Virtual Placement (*Insight into WBD and skills development*)

Programme: Pathways to Law

Student Commitment : 18 hours (3 days, 9.30 – 3.30)

Number of delegates: 8

Overview:

The three day programme provides an insight into Womble Bond Dickinson and careers in law. There will be a mix of live sessions, group activities and independent tasks across the three days where attendees can develop and put into practice some important skills. Attendees will hear from colleagues about their current role, experience and top tips, and there will also be plenty of opportunity to ask questions and receive feedback on their work.

Activities:

- Introduction to WBD and careers in law (presentation)
- Skills needed for a career in law (group activity)
- Negotiation exercise (group activity)
- Presentation skills (individual activity)
- Meet our apprentices (Q&A panel)
- Meet our recruitment team (Q&A panel)
- Meet our Trainee Solicitors and NQs (Q&A panel)
- Independent tasks (see below)

Knowledge, skills and behaviours developed:

Commercial awareness
Communication
Critical thinking
Knowledge of careers in law
Negotiation
Planning
Presentation
Self-awareness and analysis
Time management

Timetable:

Day	Time	Activity	Comments	Facilitator(s)
Tuesday	9.30 – 10.00	Live online	Introduction to WBD and careers in law	
	10.00 – 10.30	Live online	Meet our apprentices	
	10.30 – 10.45	Live online	Task set for the day – task 1 part A and B – see below	
	10.45 – 3.30	Independent work	Task 1 part A and B	
	1.00 – 2.00	Live online	Negotiation exercise part 1 (preparation)	
	2.00 – 3.30	Independent work	Task 1 Post negotiation exercise research and note preparation for day 2	
				<i>Facilitators to review and feedback on work submitted</i>
			<i>Facilitator Time Commitment</i>	3 hours
Wednesday	9.30 – 10.00	Live online	Skills needed for a career in law – group activity - agree top 10 skills in breakout rooms then full group discussion	
	10.00 – 10.30	Live online	Meet our recruitment team	
	10.30 – 10.45	Live online	Task set for the day – task 2 – see below	
	10.45 – 3.30	Independent work	Task 2 – to submit by 3.30pm Prepare for negotiation exercise part 2	
	1.00 – 2.00	Live online	Negotiation exercise part 2 (first negotiation meeting)	
	2.00 – 3.30	Independent work	Task 2 Post negotiation exercise note preparation for day 3	
				<i>Facilitators to review and feedback on work submitted</i>
			<i>Facilitator Time Commitment</i>	3 hours
Thursday	9.30 – 10.00	Live online	Presenting yourself in a virtual world	
	10.00 – 10.30	Live online	Meet our Trainee Solicitors and NQs	
	10.30 – 10.45	Live online	Task set for the day – task 3 – see below	
	10.45 – 3.30	Independent work	Task 3 – Presentation preparation	
	1.00 – 2.00	Live online	Negotiation exercise part 3 (second negotiation meeting)	
	2.00 – 3.00	Independent work	Task 3 – Presentation preparation	
	3.00 – 3.30	Live online	Individual presentations to the group	
			<i>Facilitator Time Commitment</i>	2 hours 45 mins

Tasks:

1a. Research 3 careers in law and routes into those careers. What appeals to you about each career and which career path would you like to explore further. This should be submitted by 3.30pm on day 1.

1b. Prepare questions for the recruitment panel on day 2

2a. Write a personal statement demonstrating your skills and how you could transfer these into a career in law. This should be submitted by 3.30pm on day 2.

2b. Prepare questions for the Trainee and NQ (Newly Qualified) Solicitor panel on day 3.

3. All delegates to present for 2 minutes to tell us 1 thing they have learned from the programme.

4. Negotiation exercise

- Day 1 – 1 hour group session to discuss the exercise, put into 2 groups using MS Teams breakout rooms and for groups to discuss their approach. Individual research after the group session.
- Day 2 – 1 hour – 30 minute group discussion – 15 minute negotiation meeting – 15 minute group session.
- Day 3 – 20 minute group discussion, up to 30 minutes negotiation meeting, facilitator feedback.

5. Post programme feedback form.