

STEP

STEP Newsletter

November, II. edition, 2010

ELSA STEP Newsletter



elsa

The European Law Students' Association

Partner of ELSA International

C/M/S

Law . Tax

STEP is a Student Trainee Exchange Programme that enables law students and young lawyers to gain first hand experience of the substantive and procedural law as well as the culture of another country.

The traineeships are between 2 weeks and 2 years and can take place in any law related area: law firms, courts, public institutions, universities, banks, in-house legal departments, consulting firms and international organisations.

Each year ELSA offers traineeship opportunities all over Europe and occasionally in the other parts of the world. Before and during the traineeship, ELSA provides assistance in finding accommodation, applying for visas, when necessary, and organising social events to involve the trainee in the daily life of the local community.

In this catalogue, you will find the available traineeship opportunities. For further information about STEP check <http://www.elsa.org/traineeships/howtoapply.html> or contact your Local ELSA Group.

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Belgium



TRAINEESHIP ID: TN-BE/01

STEP Employer: Vlaemminck & Partners sprl

City: Brussels



GENERAL INFORMATION

Organisation Type:	Law Firm
ELSA Group:	ELSA Belgium

DESCRIPTION OF THE EMPLOYER

V&P is an independent Brussels based law firm practising EU and Trade law as well as business law. V&P focuses in a particular on Internal Market issues and EU Court of Justice litigation as well as Trade: anti-dumping, TBR, WTO dispute settlement, customs law.. etc.

INFORMATION ABOUT THE TRAINEESHIP

Tasks:	The trainee will be integrated in a small team of lawyers working on Internal market issues. He will be requested to make some research, participate in meetings with lawyers/clients from all over Europe, draft meeting minutes, monitor legal developments, help with drafting position papers, submissions and presentations. He will need to help coordinating activities with the partner in charge.
Net salary:	900 € per month

ADMINISTRATIVE INFORMATION

Preferred Start Date:	3rd January 2011
Preferred End Date:	30th June 2011
Minimum months:	6
Required Graduation Level:	Graduate

LEGAL STUDIES

Advanced level:	European Economic Law
General level:	Private International Law, Mergers and Acquisitions, Competition Law, European Constitutional Law, European Competition Law.

LANGUAGE SKILLS

Fluent:	English
Basic:	French

Knowledge of other EU Languages would be beneficial.

Information about Brussels

Brussels, is the de facto capital city of the European Union (EU) and the largest urban area in Belgium. It comprises 19 municipalities, including the City of Brussels proper, which is the constitutional capital of Belgium, the seat of the French Community of Belgium and of the Flemish Community. Brussels has grown from a 10th-century fortress town founded by a descendant of Charlemagne into a metropolis of more than one million inhabitants. The metropolitan area has a population of over 1.8 million, making it the largest in Belgium.

DO NOT MISS THE DEADLINE TO APPLY: 30th November 2010

Germany



TRAINEESHIP ID: TN-DE/01

STEP Employer: Felsberg & Partners Europe LLP

City: Düsseldorf



FELSBERG & PARTNERS EUROPE
FELSBERG - PEDRETTI - MANNRICH - AIDAR - MIETZEL - MORITZ

GENERAL INFORMATION

Organisation Type:

Law Firm

ELSA Group:

ELSA Düsseldorf

DESCRIPTION OF THE EMPLOYER

Felsberg & Partners Europe LLP is the European representative office of the Brazilian law firm Felsberg e Associados and as such serves a „bridge function“ between Latin America and Europe by aiding European (especially German) clients on their way to Brazil (and other Latin American countries) as well as vice versa. Aside from this, the firm offers cross-border legal services throughout Europe with a special focus on Germany, Austria, Portugal, Spain, Sweden, France and the U.K. The firm is active in all areas of commercial law, with a special focus on (international) trade and corporate law as well as intellectual property law.

INFORMATION ABOUT THE TRAINEESHIP

Tasks:	The trainee will assist our German and/or Brazilian lawyers with their respective legal work (he/she is free to choose his/her field of preference). In addition to that, the work is likely to involve tasks such as helping with the firm's newsletter and/or a workshop/presentation project, working on the firm's website and/or performing translation work. The trainee will be given the chance to attend client meetings as well as court hearings and will be involved in the firm's daily routine (incl. the decision making process/the interaction with our other offices) as much as possible.
Net salary:	200 € per month
Fringe Benefits:	Help with finding a student apartment or comparable housing in Düsseldorf and issue a certificate that will allow the trainee to acquire a (low-cost) „VRR Young Ticket“ (allowing the unlimited use of the public transportation system - trams, buses, metro, certain commuter trains - in the greater Düsseldorf area).

ADMINISTRATIVE INFORMATION

Preferred Start Date:	January 2011
Minimum weeks:	8
Required Graduation Level:	Undergraduate

LEGAL STUDIES

Advanced level:	Civil Law, Commercial Law
General level:	Contract Law, Industrial & Intellectual Property Law, Private International Law, Civil Procedure, Corporate Law

LANGUAGE SKILLS

Fluent:	English or German or Portuguese
Additional skills in a second language (of the three named) or in Spanish, Swedish, French are beneficial.	

Information about Düsseldorf

Düsseldorf is situated in the middle of the metropolitan area Rhein-Ruhr and is known as one of the five global cities in Germany. The capital of North Rhine-Westphalia offers a wide range of cultural activities for its almost 600.000 inhabitants. Lots of museums and galleries as well as the famous shopping boulevard Königsallee attract many tourists. Students prefer the old part, best known as „Altstadt“, with its pub and club scene and the riverside walk where you can enjoy the sunset on the Rhine and watch the ships passing by. The television tower with all its flashing bright lights, especially at night, is a sight of its own.

DO NOT MISS THE DEADLINE TO APPLY: 1st December 2010

TRAINEESHIP ID: TN-DE/02

STEP Employer: Buse Heberer Fromm Rechtsanwälte Steuerberater

PartG

City: Dortmund

BUSE HEBERER FROMM

RECHTSANWÄLTE · STEUERBERATER PARTG

GENERAL INFORMATION

Organisation Type:	Law Firm
ELSA Group:	ELSA Germany

DESCRIPTION OF THE EMPLOYER

Buse Heberer Fromm is one of the major independent towards commercial law oriented law firms in Germany. As a full service law firm, Buse Heberer Fromm provides consulting services with more than 120 practicing lawyers, at the following locations: in Berlin, Düsseldorf, Essen (Dortmund), Frankfurt am Main, Hamburg and Munich as well as in New York, London, Brussels, Paris, Milan, Palma de Mallorca, Sydney and Zurich – and in all areas of economic law and tax law.

INFORMATION ABOUT THE TRAINEESHIP

Tasks:	Trainee will be responsible for legal research and drafting of documents. Also trainee will participate at the meetings and court proceedings.
Net salary:	900 € per month

ADMINISTRATIVE INFORMATION

Preferred Start Date:	January 2011
Preferred End Date:	March 2011
Minimum months:	3
Required Graduation Level:	Graduate

LEGAL STUDIES

General level:	Civil Law, Contract Law, Industrial & Intellectual Property Law, Competition Law
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Additional minimum knowledge of German Law System will be appreciated.

LANGUAGE SKILLS

Good:	English and German
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Information about Dortmund

Dortmund is located in North Rhine-Westphalia and part of the metropolitan area Rhein-Ruhr. With its population of round about 580.000 it is the 7th-largest city in Germany. The city is known as Westphalia's „green metropolis.“ Nearly half the municipal territory consists of waterways, woodland, agriculture and green spaces with spacious parks such as Westfalenpark and the Rombergpark. This contrasts with nearly a hundred years of extensive coal mining and steel milling within the city limits.

DO NOT MISS THE DEADLINE TO APPLY: 30th November 2010

Poland



TRAINEESHIP ID: TN-PL/01

STEP Employer: Squire Sanders Swiecicki Krzesniak sp. k.

City: Warsaw



GENERAL INFORMATION

Organisation Type:

Law Firm

ELSA Group:

ELSA Poland

DESCRIPTION OF THE EMPLOYER

The Warsaw office of Squire Sanders takes a dynamic approach to meeting clients' needs for creative and responsive counsel in areas having the most significant impact on business in Central and Eastern Europe. Our Warsaw lawyers have advised large foreign investors on a number of key privatization and investment opportunities. The office combines comprehensive international experience with essential knowledge of local market practice to advise on complex transactions, financings, restructurings, labor law, state aid and real estate in Poland.

INFORMATION ABOUT THE TRAINEESHIP

Tasks:	Trainee will be responsible for legal research and drafting of documents. Also trainee will participate at the meetings and court proceedings.
Net salary:	350 € per month

ADMINISTRATIVE INFORMATION

Preferred Start Date:	1st March 2011
Preferred End Date:	30th November 2011
Minimum weeks:	4
Maximum weeks:	4
Required Graduation Level:	Undergraduate

LEGAL STUDIES

Advanced level:	Contract Law, Commercial Law
General level:	Civil Law, Banking Law, Corporate Law, Labour Law.

Additional minimum knowledge of Polish Commercial Law, specifically Commercial Companies Code would be appreciated.

LANGUAGE SKILLS

Fluent:	English
Basic:	Polish

Information about Warsaw

Warsaw is also a lively arts centre; Poland's cultural capital. Numerous theatres, cinemas and dozens of museums and galleries contribute to the city's rich and high-quality cultural offerings. The national theatre, Teatr Narodowy (Great Theatre), is Warsaw's most illustrious stage for the dramatic arts. People who are visiting Warsaw should not miss Muzeum Narodowe (National Museum) and Muzeum Historyczne Miasta Warszawy (History of Warsaw Museum) in the Old Town Square. From the square it is only a few steps to the meticulously reconstructed Royal Castle. The Baroque Wilanów Palace in the southern part of the city was King John III Sobieski's residence. It rivals the Royal Castle for grandeur and the standard of its works of art. Other tourist highlights are Łazienki Palace and Gardens and the Old Town, which is on the UNESCO World Heritage list.

DO NOT MISS THE DEADLINE TO APPLY: 15th February 2011

Switzerland



TRAINEESHIP ID: TN-CH/01
STEP Employer: Schellenberg Wittmer
City: Zurich

SCHELLENBERG
WITTMER

GENERAL INFORMATION

Organisation Type:	Law Firm
ELSA Group:	ELSA Switzerland

DESCRIPTION OF THE EMPLOYER

Leading Swiss business law firm active in all areas of business law and with offices in Zurich and Geneva. At Schellenberg Wittmer, we work to satisfy your needs by providing commercially focused, dedicated legal advice of the highest quality. We believe that working together works best. This team concept enhances both the efficiency and the quality of our services. We encourage consultation and the free flow of ideas and know-how within the firm through an open door policy.

INFORMATION ABOUT THE TRAINEESHIP

Tasks:	Trainee will be responsible of legal research in all fields of business law, arbitration and litigation (including drafting of memoranda and corporate documents.)
Net salary:	3000 CHF per month
Fringe Benefits:	If necessary, housing is available (fully furnished studio apartment in downtown Zurich). Monthly rent will be deducted from remuneration.

ADMINISTRATIVE INFORMATION

Preferred Start Date:	1st March 2011
Preferred End Date:	30th April 2011
Minimum weeks:	8
Maximum weeks:	8
Required Graduation Level:	Graduate

LEGAL STUDIES

Advanced level:	Contract Law, Civil Procedure, Corporate Law
General level:	Civil Law, Insolvency Law, Private International Law, Commercial Law, International Arbitration

LANGUAGE SKILLS

Fluent:	German
Good:	English

Information about Zurich

Zurich is the largest city in Switzerland and the capital of the canton of Zurich. It is located in central Switzerland at the northwestern tip of Lake Zurich. While the municipality itself has approximately 380,500 inhabitants, the Zurich metropolitan area is an urbanised area of international importance constituted by a population of nearly 2 million inhabitants. Zurich is a leading global city and among the world's largest financial centres. The city is home to a large number of financial institutions and banking giants. Also, most of the research and development centres are concentrated in Zurich and the low rate of tax attracts overseas companies to set up their headquarters there. According to several surveys from 2006 to 2008, Zurich was named the city with the best quality of life in the world as well as the wealthiest city in Europe.

DO NOT MISS THE DEADLINE TO APPLY: 1st January 2011

Turkey



TRAINEESHIP ID: TN-TR/01
STEP Employer: Karakaya Law Office
City: Istanbul



GENERAL INFORMATION

Organisation Type:	Law Firm
ELSA Group:	ELSA Istanbul

DESCRIPTION OF THE EMPLOYER

Karakaya Law Office provides extensive legal counseling services and submits advisory resolutions that is prepared specifically in favor of clients' needs by using its legal experience in a stable and creative way and via taking into account the differences between cultures. Along with these, Karakaya Law Office supplies the highest quality of legal counseling service which is given under the view of ethic and professionalism regardless of the type of the representation , size or the degree of complication of the issue, to its clients. Karakaya Law Office provides service both in English and German.

INFORMATION ABOUT THE TRAINEESHIP

Tasks:	Translation of various legal documents, making a legal research of comparative law, assisting attorneys, participating meetings regarding cases, researching case documents in favor of litigation and corporate departments.
Net salary:	100 € per week

ADMINISTRATIVE INFORMATION

Preferred Start Date:	1st July 2011
Preferred End Date:	30th August 2011
Minimum weeks:	4
Maximum weeks:	4
Required Graduation Level:	Undergraduate
Number of trainees:	2

LEGAL STUDIES

Advanced level:	Criminal Law, Human Rights
General level:	Civil Law, Constitutional Law, Public International Law, European Constitutional Law.

The students who already finalized 2nd, 3rd year are requested to apply.

LANGUAGE SKILLS

Good:	English
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Information about Istanbul

Istanbul is the European Capital of culture 2010 and also the largest city of Turkey and fifth largest in the world. It is also the cultural and financial capital of the country. It extends in both Europe and Asia continents divided by Bosphorus. A traineeship in a law firm in Istanbul can be the most challenging experience of your life.

DO NOT MISS THE DEADLINE TO APPLY: 31st March 2011



GENERAL INFORMATION ABOUT THE TRAINEESHIPS

Required Graduation Level:	Undergraduate
Net salary:	Unpaid, but the Council of Europe will provide the recommendation letters for each trainee for the possible grant applications.
Accommodation:	The list of possible accommodation places is available on www.elsa.org as well as special application form for these traineeships.

POSSIBLE TRAINEESHIP DEPARTMENTS

- a) Parliamentary Assembly
- b) Internal Audit
- c) Secretariat of the Committee of Ministers
- d) Office of the Commissioner for Human Rights
- e) Registry of the European Court of Human Rights
Research and Library Division
- f) Registry of the European Court of Human Rights
Case-law Information and Publications Division
- g) Registry of the European Court of Human Rights
Just satisfaction Division
- h) Registry of the European Court of Human Rights
Legal Division
- i) Staff Committee
- j) Congress of local and regional Authorities
- k) Directorate General of Democracy and Political Affairs
- l) Directorate of External relations - Department of Relations with International Organisations and Non-Member States
- m) Directorate of External relations
Protocol Department
- n) Directorate of Strategic Planning
- o) Directorate of Legal Advice and Public International Law
- p) Directorate of Communication
- q) Directorate General of Administration and Logistics
- r) Directorate General of Human Rights and Legal Affairs

Ist TRAINEESHIP PERIOD: JANUARY - MARCH TN-CoE/01

Application deadline: 15th September

IIInd TRAINEESHIP PERIOD: APRIL - JUNE TN-CoE/02 and

IIIrd TRAINEESHIP PERIOD: SEPTEMBER - DECEMBER TN-CoE/03

Application deadline: 25th November

**DO NOT MISS THE APPLICATION DEADLINE FOR TN-CoE/02 and TN-CoE/03:
25th November 2010**


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