

# STEP

## STEP Newsletter

October, I. edition, 2010

ELSA STEP Newsletter



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The European Law Students' Association

# Partner of ELSA International



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 18 months 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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# 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

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Organisation Type:

Law Firm

ELSA Group:

ELSA Düsseldorf

## DESCRIPTION OF THE EMPLOYER

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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

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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

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

## LEGAL STUDIES

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

## LANGUAGE SKILLS

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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

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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**

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Organisation Type:

Law Firm

ELSA Group:

ELSA Poland

## **DESCRIPTION OF THE EMPLOYER**

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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

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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

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

## LEGAL STUDIES

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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.	

## LANGUAGE SKILLS

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Fluent:	English
Basic:	Polish

## Information about Warsaw

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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 2010**



### GENERAL INFORMATION ABOUT THE TRAINEESHIPS

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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 <a href="http://www.elsa.org">www.elsa.org</a> as well as special application form for these traineeships.

### POSSIBLE TRAINEESHIP DEPARTMENTS

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

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

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Application deadline: 15th September

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

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

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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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