

# Training Contract Brochure: Training Contracts commencing September 2025

## WHO ARE WE?

Dorsey & Whitney LLP was established in 1912 in Minneapolis, Minnesota, at the request of a client that is still a valued client today. We believe the longevity of our client relationships is something that distinguishes us and that speaks to the competitive edge we deliver to our clients. Today, Dorsey lawyers practice in locations in the United States, Canada, Europe and the Asia-Pacific region and serve clients all around the world.

The London office is Dorsey's European hub and provides a full-service practice to clients. Its lawyers are consistently ranked by Chambers UK and the Legal 500. The London office is a fairly small office, comprising around 30 lawyers, and prides itself on its collegiate and friendly but hardworking environment.



# A day in the life of a Dorsey trainee

## TRAINEE PROFILE:

**Name:** Elizabeth Kostova

About the trainee: Elizabeth is currently in her third seat at Dorsey. Elizabeth studied Law at Kingston University before going on to complete a Masters at the London School of Economics and Political Science. Elizabeth completed the LPC and worked as a paralegal for 2.5 years in a start-up as well as a private equity firm prior to beginning her Training Contract at Dorsey.

## A TYPICAL DAY

**Seat at time of writing:** Corporate

**08:00am:** We are in a busy period coming up to signing a transaction. I therefore start my day by quickly checking my emails before I make my way to the office in case I need to attend to anything urgent that has come in overnight. If nothing is urgent, I quickly flag the tasks I need to perform once I am in the office.

**09:30am:** I arrive at the office and have a quick catch up with my supervisor. I then start my first task of the day which is drafting board minutes which I aim to circulate to my supervisor before lunch.

**11:00am:** Time for a coffee! I check with my fellow trainees and other colleagues to see who wants to come for a quick coffee run!

**1:30pm:** I circulate the draft board minutes to my supervisor before going for a walk and grabbing lunch with my colleague, before returning to my desk.

**2:30pm:** I am back at my desk and start my second main task for the day which is to update a disclosure table after having received comments from the client. I also simultaneously liaise with the client in relation to certain letters which need to be updated as part of this deal and request further input so that I can mark these up.

**4:00pm:** Time for a tea break! I meet with some of the other trainees in the kitchen for a quick break.

**4:15pm:** I have been asked to update our documents list for the current transaction to reflect any updates to the documents we are working on.

**07:00pm:** I circulate the documents list as well as the disclosure table to my supervisor before checking if there is anything else I can help with today. After he confirms that there are none to be done this evening, I review and update my to-do-list for the next day and log off.



# Training contract applications

## OUR TRAINING CONTRACT

Dorsey takes on two trainee solicitors every September. We look for trainees who can really add value to our team, which goes beyond billable hours. Our ideal candidates are academically excellent, proactive, team players, friendly, hard working and capable of developing long-lasting and fruitful client relationships.

Each trainee will complete four six-month seats in the following practice areas: mergers & acquisitions, capital markets & banking, commercial litigation and real estate & intellectual property.

Trainee solicitors' salaries are standard for, and increase in line with, the London market.

## APPLICATION PROCESS

**1 May 2024** Application window opens.

**30 June 2024** Deadline for training contract applications.

Applications for September 2025 training contracts will be accepted between 1 May 2024 and 30 June 2024. Please send a covering letter and CV to Stewart Worthy ([worthy.stewart@Dorsey.com](mailto:worthy.stewart@Dorsey.com)), the Training Supervisor.

Covering letters should set out why you are interested in a career as a solicitor and why you are interested in pursuing that career at Dorsey in particular. We would also be interested in examples of your non-academic achievements or activities. Please try to keep covering letters to no more than one page.

**July / August 2024** First round interviews.

Second round interviews including a written assessment and presentation.

## CONTACT INFORMATION

For further information about our training contracts, please visit our website at <https://www.dorsey.com/careers/trainees>.

You can find more information regarding Dorsey's training contract online on Chambers Student's "True Picture" and Lex100.

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