



CAREERS AT NOCKOLDS

# One Step Closer to Your Career in Law



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# Who are we?


From our greatest milestones to standout achievements, explore the impressive data that fuels our reputation as an industry leader. Facts and figures don't lie, so see for yourself, the numbers that tell the story of our success!



3 Offices  
Bishop's Stortford | London | Spain



Committees  
Social | Charity | Diversity and Inclusion




30 services



Included in the Sunday Times Top 100 Places to Work for 6 years.



Established  
1831



170 staff  
13 Partners | 4 Legal Directors



37% of staff have been with Nockolds for 8 years or more and 22% of staff have been with the firm for over 10 years.

# Welcome to Nockolds

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**Hello! I am the Managing Partner of the firm and I wanted to take this opportunity to tell you a little about us. Choosing the right law firm to apply to and deciding which is best for you can be slightly daunting; we have therefore put this brochure together focusing on the things you should definitely know about us.**

Whilst we are a firm that has been around for almost 200 years, it is during the last decade that Nockolds has grown significantly, and with three thriving offices in Bishop's Stortford, the City of London, and Spain, we are even more excited about our future plans...and that is down to our people.

For us, our people are the most valuable assets we have. Training, developing and investing in our people is an absolute priority here. Our philosophy is very simple: if we look after our people they will look after our clients. It is our 'one

firm' culture which sets us apart from many other law firms and that is why we are fortunate to have attracted the most talented lawyers.

Investing time in recruiting and training our trainee lawyers has paid dividends and is invaluable spent. And, why? Well, we see our trainees as the future of the firm. We want to give our trainees the exceptional training they deserve so that they can become the talented lawyers they aspire to be and then take hold of the baton as the next generation. We want our trainees to feel part of Team Nockolds, to embrace our culture, to strive to serve our clients and to be inspired by our vision.

I hope this brochure gives you an insight into life with us and I hope that I have the pleasure of working with you.

*Darren Hayward*  
Managing Partner



**“Our philosophy is very simple: If we look after our people, they will look after our clients”**



## Our values

### Professional

We are excellent at what we do and committed to providing the highest standard of service. Our focus is on our clients, their business and meeting expectations - this is what our clients expect from us, and this is what we deliver.

### Approachable

We pride ourselves on the strong relationships we build with our clients, helping them to feel confident instructing us, and comfortable contacting us whenever they need to. We are here for our clients every step of their journey with us.

### Dynamic

We are proud of our history, but we're not stuck in the past. We make sure that we're up to date on the latest updates, cases and legislations to ensure that our clients get an effective and modern service.

### Integrity

Quite simply, we believe in doing the right thing. We strive to be open, honest and transparent with each other, our clients and anyone who has contact with the firm; working towards the highest standards of professional behaviour and ethics.



## Practice groups and expertise

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A multi-service law firm that offers specialised expertise across a range of legal services, providing tailored solutions to meet the unique needs of each client. Our teams work collaboratively to address complex challenges and deliver effective, results-driven strategies. We combine in-depth knowledge with a personalised approach, ensuring every client receives responsive and reliable representation.

- » Commercial Litigation
- » Commercial Property
- » Construction Law
- » Contentious Brand Protection
- » Corporate and Commercial
- » Employment Law
- » Family and Relationships
- » Legal and Official Translations
- » Medical Negligence and Personal Injury
- » Motoring Offences
- » Nockolds HR
- » Nockolds Resolution (ADR)
- » Nockolds Wealth
- » Property Litigation
- » Residential Property
- » Spanish Legal Services
- » Will and Trust Disputes
- » Wills, Probate, Tax and Trusts

## Your training contract with Nockolds

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We offer our trainees responsibility, exposure to the firm's business and clients, and a tailored training contract to ensure you are well prepared and equipped for life as a fully-rounded solicitor.

Making the choice to join Nockolds will provide you with opportunities to work with market leading professionals and clients across a range of industry sectors such as property, litigation and private client.

We are committed to ensuring that you have the opportunity to grow your client skills early in your career by providing you with access to clients in each part of the business you train within. This might include attending client meetings, participating in tenders and managing your own caseloads.

As a trainee at Nockolds you will work across a number of different parts of our business and we encourage and invite ideas on new ways of working so that we, as a business, can constantly improve.





## We encourage individuality and drawing on previous experience

We take pride in recruiting trainees who bring unique qualities and perspectives to the table. We value individuality and are eager to hear from those who have pursued experiences or challenges that set them apart. Whether you've demonstrated leadership, creativity, or an unconventional path, we believe these traits enrich our team and our approach to client service.

Additionally, we seek trainees with some exposure to the legal field, whether through a vacation scheme, work experience, internships, or other relevant experience. This practical insight helps build a solid foundation for your future growth with us.

## Where will I sit?

Your training contract will be divided into four seats lasting six months in each Team. These can be within our contentious and non-contentious teams or a combination of the two.

## Do you have what it takes?

We are looking for graduates with a **minimum 2:1** degree in any discipline and excellent A Levels.

You should be **ambitious, highly-motivated** and **positively welcome a professional challenge**.

All applicants should be **personable, self-confident** and able to **inspire confidence in clients**. You should be able to demonstrate the intellectual rigour and strength of character necessary to establish a firm foundation for a successful career.

### STEP 1

#### GET TO KNOW US

- » Take a look at our website
- » Speak to a member of our Team at a careers / law fair
- » Connect with us on social media

### STEP 2

#### APPLY

Applications should be made via the Careers section of our website at: [www.nockolds.co.uk](http://www.nockolds.co.uk)

### STEP 3

#### TIME TO SHINE

Shortlisted candidates will be invited to take part in a virtual interview.

### STEP 4

#### ALMOST THERE

Successful candidates will be invited to attend an assessment day and interview in October.

### STEP 5

#### JOIN US!

All candidates will be notified by November on whether they have been successful or not, and the countdown begins until you join us!



## TRAINEE Q&A

### Victoria Tchen

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#### Why did you choose to apply to Nockolds?

I wanted to be at a firm where I would have responsibility earlier on in my career and where I could be myself. I also wanted a firm that had a variety of different departments so I could really decide what type of law I wanted to practice. Nockolds was this firm for me.

#### What did you make of the application process?

The application process was straightforward from the onset, the next stages were clear, and decisions were made quicker than I anticipated. Much of the application process was centred around how you would fit within the firm which meant that I got to meet people from the firm at all stages of the application process. This is very important as both you and the firm need to know if you would be a good fit for the firm. I got along well with the people that I met which motivated me for the next stages of the application process.

#### What does your typical day involve?

Every day is different depending on the type of work that comes in, which I like. I am currently

in the Dispute Resolution department and the firm does both corporate and property disputes which means that I can be working on a dispute between contractors in the morning and possession proceedings in the afternoon. I also regularly attend meetings and handle the new enquiries which come in, both of which have helped sharpen my legal knowledge. I also have some court hearings coming up which I am excited about as I have never been to court.

#### Has anything surprised you about working at Nockolds?

The number of events you get to attend, both internal and external, and the overwhelming amount of free food. Partners are very approachable, and you are likely to work directly under a supervision of a Partner.

#### What advice would you give a potential trainee?

Be yourself, ask if you're not sure (even if you think you know) and always proofread more than thrice. At the end of the day a training contract is what you make it. If you show that you are willing to take responsibility, you will be given responsibility.



“I wanted to be at a firm where I would have responsibility earlier on in my career and where I could be myself”

**Current Role:** Trainee Solicitor

**Joined:** 2023

**Studied:** Law, business and management

**Education:** University of Kent

“Everyone in the firm is highly knowledgeable in their field and have all taken the time to answer any questions I might have.”

**Current Role:** Trainee Solicitor

**Joined:** 2023

**Studied:** Law

**Education:** Queen Mary University of London



## TRAINEE Q&A

### Abbie McDonald

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#### Why did you choose to apply to Nockolds?

I always knew that I didn't want to get lost within a large city law firm and so I wanted to join a smaller company where I could get to know everyone and have a better opportunity for career progression. I had thoroughly enjoyed my experience on Nockolds' summer vacation scheme and appreciated how friendly everyone was and the general culture within the firm. I was also attracted to the fact that Nockolds has a fantastic reputation and operates an in-depth training contract in a range of practice areas, with multiple opportunities to help you progress, not only as a solicitor but as an individual.

#### What did you make of the application process?

I personally found the application process quite pleasant, and it was less intense than other law firms I had applied to. For example, with Nockolds, there was no need to undergo psychometric testing, which I used to struggle with in previous applications. After submitting an initial online application form and having a video call with HR, I was invited to an Assessment Centre Day, which involved a Partner interview, group debate

exercise and a short presentation. I liked how there were only a few stages to the application process and that Nockolds kept in touch with me regularly throughout.

#### Has the training met your expectations?

The training at Nockolds has exceeded my expectations and I have learnt a lot in such little time. Everyone in the firm is highly knowledgeable in their field and have all taken the time to answer any questions I might have. Although the work felt overwhelming to begin with as you get thrown straight in, it is ultimately for your benefit, and it enables you to learn quicker and get fully involved with different client matters.

#### Has anything surprised you about working at Nockolds?

I was pleasantly surprised at the fact that Nockolds operates an open-door policy whereby you can walk into anybody's office, regardless of their position within the firm, and speak to them or go to them with any questions. The Partners are all very friendly and welcoming, and I was always made to feel like their equal, which I really respected.

## TRAINEE Q&A

# Carissa Owens

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### Why did you choose to apply to Nockolds?

Initially, I resonated with what Nockolds represents in terms of the firm's values, the variety of seats offered and the work that Nockolds do. I also read all the trainee articles on the Nockolds website and was happy to hear how involved the trainees were with regard to having their own client workload and the responsibility given to them. I knew I made the right decision applying to Nockolds once the application process started. Everyone I met was so friendly and supportive. Since joining, I can attest to all the above.

### What does your typical day involve?

My first seat was in Probate, so my typical day involved drafting Wills, LPA's, administering estates, obtaining probates, working out inheritance tax, working on complex trusts. You gain great client exposure in Probate, and I would have several meetings each day. There was never a dull day as respective clients all have differing wishes, backgrounds and stories. My second seat, (which I am currently in), is Commercial Property. My day involves drafting contracts for sale of freeholds/leaseholds, transfers,

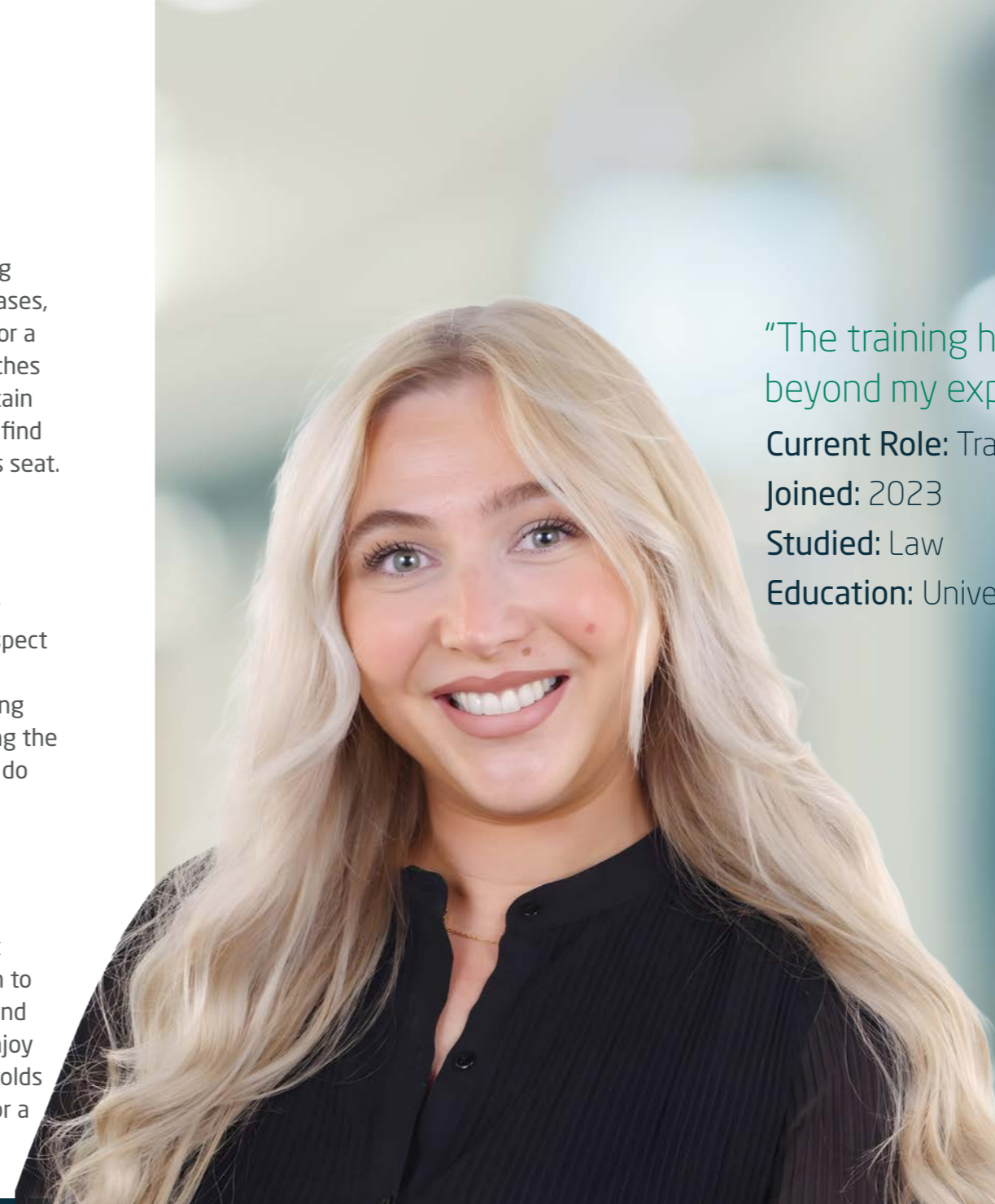
amending clauses, reporting on and deducing title, surrendering leases or granting new leases, drafting deeds such as a Deed of Easement or a Deed of Covenant. Commercial Property teaches you the importance of drafting and how certain clauses can impact and benefit your client. I find I utilise my problem solving skills a lot in this seat.

### Has the training met your expectations?

The training has gone above and beyond my expectations. You are involved in the core aspect of work from day one and you are given an abundance of responsibility. You are managing your own client files and predominantly doing the majority of the work. You learn so much and do the work of a qualified solicitor.

### What advice would you give a potential trainee?

Ask questions, immerse yourself in the work given to you, ask for feedback, pay attention to detail and have means in place to organise and manage your workload. Most importantly, enjoy the journey and involve yourself in the Nockolds community as much as you can. You are in for a fun ride!



“The training has gone above and beyond my expectations.”

**Current Role:** Trainee Solicitor

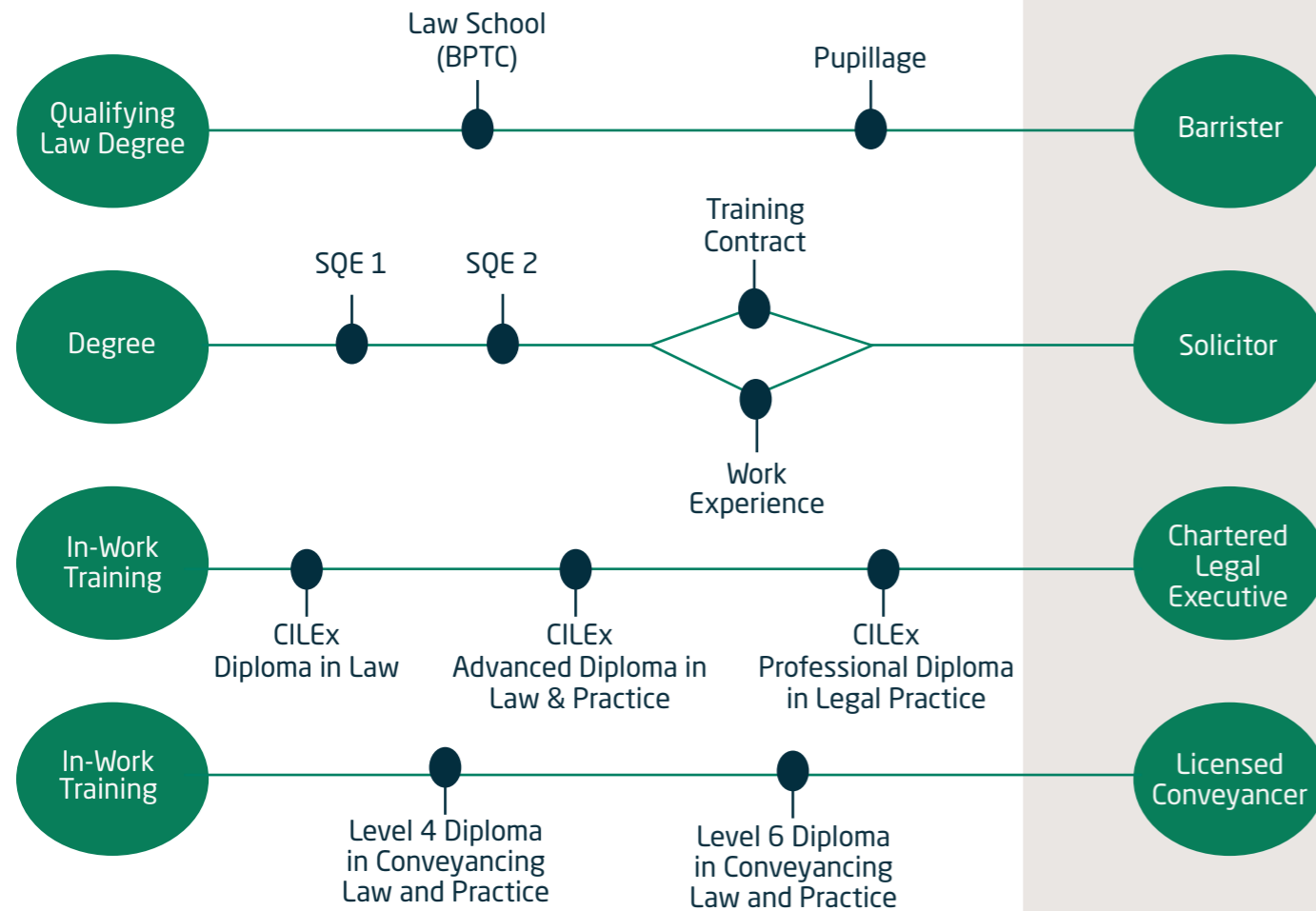
**Joined:** 2023

**Studied:** Law

**Education:** University of Hertfordshire

## HOW TO BECOME A LAWYER

# Discover the right path for you



## Business support roles

Our business support teams play a vital role in ensuring our service to clients is second to none, and cover several areas, including:

-  Accounts
-  Risk and Compliance
-  Marketing
-  HR
-  IT
-  Reception



## Frequently asked questions

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### Do you accept applications from non-law students?

Yes, we prefer to recruit a mix of candidates with strong academics.

### Can first year university students apply for a training contract?

You should apply one year before you wish to start your training contract so it would be too early for first year students.

### I wish to apply for paralegal work. Is this possible?

Yes, please visit our website ([www.nockolds.co.uk](http://www.nockolds.co.uk)) to check for suitable vacancies.

### I have passed the Bar Vocational Course exams and wish to change direction to become a Solicitor.

#### Would you consider my application?

Yes, just apply via our website and please explain your reasons for changing direction.

### How do you feel about taking a year out?

We welcome applications from all types of people and if you wish to take one year out, consider the year you wish to apply for.

### I haven't had any work experience yet in a law firm. Will my application be downgraded because of this fact?

No. We find that students often feel obliged to undertake vacation placements every year, or as often as they can, because it will look good on their CV. Vacation placements are beneficial because they give you an insight into different firms. It also gives the firm a chance to interact with you. However, if you have done something else very interesting or challenging, we would like to see that on your CV.

### If I have previous legal experience, can it count towards my training contract?

Yes! We appreciate and understand that future potential trainees may have relevant previous legal experience and therefore previous experience can count towards your overall training contract.

### Do you have a preferred institution for the SQE?

No, we feel that this is your decision especially in terms of location.

### Do you pay fees and maintenance grants?

No, unfortunately not.

### Does the firm organise any social and charity events?

Yes! Work at Nockolds can be demanding, so it's important that you enjoy yourself and we have a genuinely sociable and fun culture. Events are organised by the firm, social committee, charity committee, and by individuals. To find out more about our social events, take a look at page 14.

### What are the people like?

Unstuffy, friendly but very focused on their work. We have always sought to hire people who have personality and a sense of humour to go with the required skills and commitment. Everyone is pleasant to deal with and this makes a good working environment.



## Together we thrive

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We're proud to say that we work hard inside of working hours, but we also know how to have a good time! We love spending time with each other, outside of the office through regular social and charity events held through the year. We encourage an equal work-life balance!

### Let's get social

We believe that strong relationships are the backbone of a thriving workplace, and nothing strengthens those connections like the time we spend together outside of the office. We have a culture that prioritises social engagement, bringing team members together in settings that let us connect, unwind, and learn more about each other beyond our professional roles. So whether we're going out for dinner, watching a show at the theatre, or punting along the River Cam, we think it's important that we can share our life and experience both inside and outside of the workplace. These social events aren't just about having a good time - they are fundamental to our work culture!

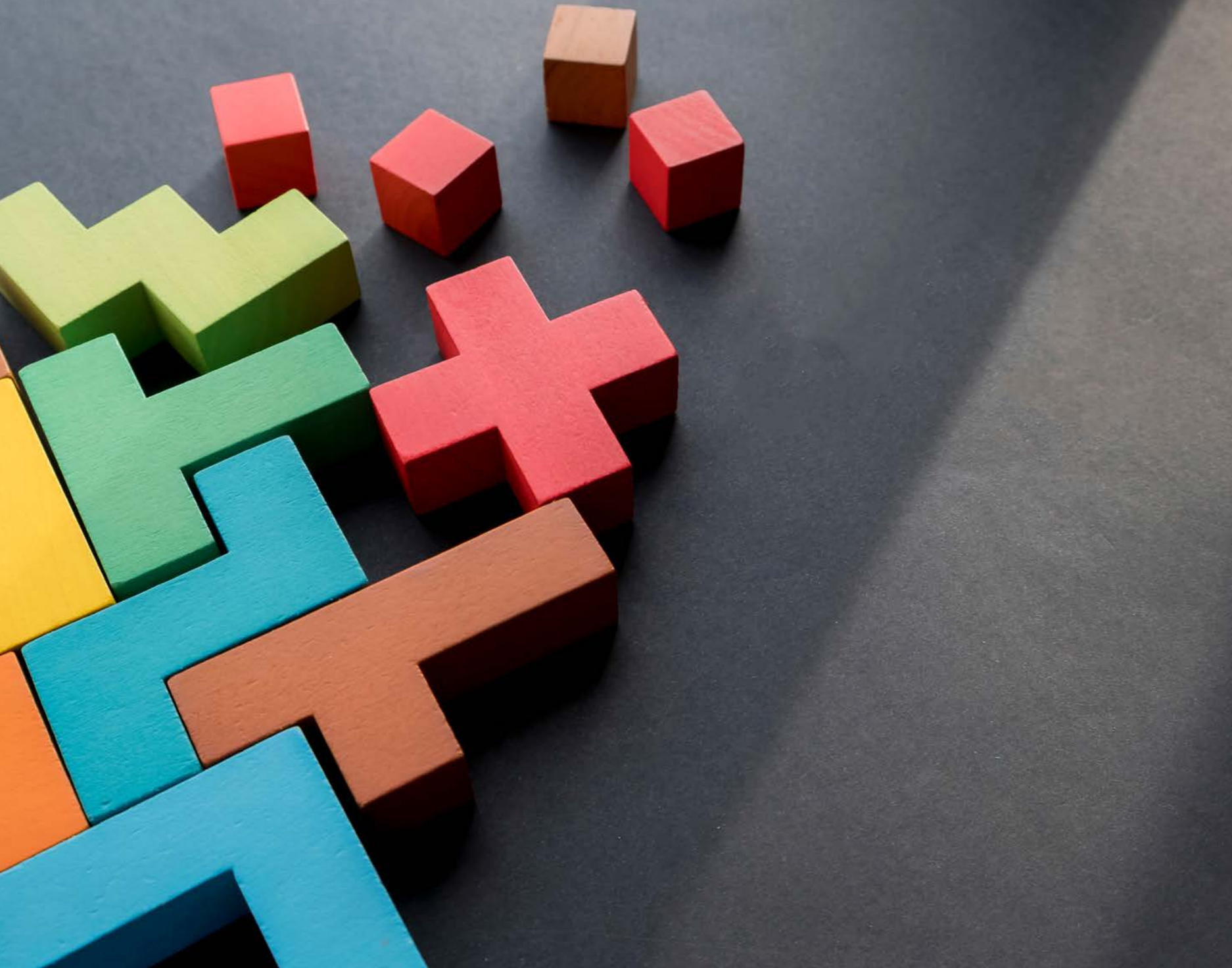
## Community and charity

We think it's important to be an active member in your community, which is why we support a different local charity every year; holding different fundraising events throughout the year to support the charity, raise funds and the charity's profile.

In the past, we have raised over £8,000 for our Charity of the Year by holding events such as quiz nights, Christmas and Easter raffles, bingo nights and charity balls. In addition to the events mentioned, we also undertake one challenging task a year which in the past has involved an epic 34 mile walk between our Bishop's Stortford and London office and the Yorkshire Three Peaks Challenge.

Not only this, but many of our people undertake charitable activities voluntarily. For example, in the past some of our staff members completed a cycle ride from London to Paris to raise funds for the British Heart Foundation, ran the gruelling Nuclear Race to raise funds for Kisses4Kids, the Great North Run for testicular cancer and Cancer Research's 'Race For Life'.

We also have a green initiative to minimise the impact of our activities on the environment. With the support of our people, we recycle paper and plastic waste, as well as batteries, mobile phones and printer cartridges and we aim to reduce our energy usage.



## Early career opportunities

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You'll be dedicating a significant portion of your life to your new firm, so it's important to ensure it's the right fit for you. Fortunately, we offer numerous ways for you to get to know us from the start. This gives you a chance to explore our world and understand the kind of work we do. Here's a brief overview of what's available:

### Summer Vacation Schemes

Our Summer Vacation Scheme allows you to get a taste of Nockolds and the legal profession before applying for a training contract.

### Work Experience

We offer ad-hoc work experience opportunities for secondary school pupils, providing flexible placements tailored to individual requests.

### Apprenticeships

We offer our apprentices responsibility and a tailored apprenticeship to ensure you are prepared and equipped for the next step in your career.



# Our awards and accreditations

Nockolds is very proud to have received a number of awards and accreditations over the years. These awards reinforce the enthusiasm and passion in every member of the Nockolds' team to be the very best at what they do.





## **Bishop's Stortford**

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Hertfordshire  
CM23 3UZ

**t:** 01279 755777

**e:** [enquiries@nockolds.co.uk](mailto:enquiries@nockolds.co.uk)

## **London**

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EC3A 6AP

**t:** 020 3892 6800

**e:** [enquiries@nockolds.co.uk](mailto:enquiries@nockolds.co.uk)



[www.nockolds.co.uk](http://www.nockolds.co.uk)