

CENTRAL LAW TRAINING

ACCREDITED BY THE
SOLICITORS REGULATION
AUTHORITY TO PRESENT
THE MANDATORY
MANAGEMENT COURSE
STAGE ONE



www.clt.co.uk

OCTOBER 2009 - JUNE 2010

MANAGEMENT COURSE STAGE ONE



*INCLUDING SPECIAL
PROGRAMMES FOR
IN-HOUSE LAWYERS IN
COMMERCE AND
INDUSTRY AND LOCAL
GOVERNMENT*

SRA REGULATIONS:
Solicitors in legal practice or
employment, admitted after
1st November 1995,
must have attended the
**MANAGEMENT COURSE
STAGE ONE**

by the end of their third CPD year.

CENTRAL LAW TRAINING MANAGEMENT COURSE STAGE ONE

Management Course Stage 1 is the Solicitors Regulation Authority's compulsory management training course which all solicitors below 3 years' PQE must attend. It is also a useful introduction to many core management techniques for more senior lawyers who have not previously undertaken formal management training. The course covers the basic principles in areas such as understanding the environment for legal practice, managing law firm finance, client care and managing people (organisation, motivation, delegation and dealing with underperformance).

It is delivered by CLT's highly experienced trainers, who have extensive training and practical law firm management experience. The course is run with limited numbers and is case study based allowing delegates to practise many of the skills being taught.

It satisfies the training requirements for Code of Conduct Rule 5 (supervision of a practice) and counts towards the supervision skills requirements of the Legal Services Commission Specialist Quality Mark Standard and can be followed by Management Course Stage 2 which covers further skills required by the law firm manager.

CLT are also pleased to offer separate tailored Management Stage 1 courses for in-house lawyers and local government lawyers. All our Management Stage 1 courses can be delivered in-house at a firm or organisation as required.

Do you have 10 people or more that would like to attend any of these courses?

For a cost effective route to training please call the **In House Department** on **0121 362 7707**

MANAGEMENT PROGRAMME STAGE ONE

OCTOBER 2009

BIRMINGHAM

27	October
17	November
18	December
26	January 2010
02	February 2010
23	March 2010
27	April 2010
10	May 2010

BRISTOL

12	October
17	December
13	January 2010
17	March 2010
12	May 2010

LEEDS

27	October
03	November
04	December
21	January 2010
25	February 2010
09	March 2010
08	April 2010
06	May 2010
17	June 2010

LIVERPOOL

22	October
20	May 2010

LONDON

06	October
16	October
19	October
03	November
06	November
16	November
10	December
11	December
14	December
11	January 2010
12	January 2010
25	January 2010
08	February 2010
19	February 2010
25	February 2010
19	March 2010
22	March 2010
25	March 2010
16	April 2010
23	April 2010
26	April 2010
10	May 2010
17	May 2010
28	May 2010
04	June 2010
08	June 2010
11	June 2010

FEE: £235 + VAT CLT
£350 + VAT Non

Visit our website at www.clt.co.uk and book online

CLT COURSE PROGRAMME STAGE ONE 2009 - JUNE 2010

MANCHESTER

15	October
18	November
15	December
29	January 2010
15	February 2010
11	March 2010
14	April 2010

NEWCASTLE

12	February 2010
19	April 2010

NORTHAMPTON

11	May 2010
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NOTTINGHAM

04	November
15	March 2010
14	June 2010

OXFORD

09	October
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READING

20	October
04	March 2010

SHEFFIELD

17	November
09	February 2010

SOUTHAMPTON

25	November
11	February 2010
13	May 2010

FOR IN-HOUSE LAWYERS (different course content)

London	13 October
London	10 November
London	19 January 2010
London	23 February 2010
London	16 March 2010
London	20 April 2010
London	18 May 2010
London	15 June 2010

FOR LOCAL AUTHORITY AND PUBLIC SECTOR LAWYERS (different course content)

London	09 October
Birmingham	19 October
Manchester	02 November
Leeds	12 April 2010
London	13 April 2010
Birmingham	09 June 2010
London	23 June 2010

CLT TUTORS FOR THE SRA MANAGEMENT COURSE STAGE ONE

Geraldine Gee, LL.M, FRSA, Solicitor

Since qualifying in 1994 Geraldine has practiced in Local Government and the Public Sector and is a monitoring officer and senior manager. She was a visiting lecturer at the University of the West of England and an experienced training consultant. She has both a special interest and expertise in the management of a legal practice.

Charlotte Points, BA, MSc, Chartered FCIPD

Is an independent HR and Training consultant and has worked with the legal profession over many years both in house, as Head of Training and Personnel, and in a consultancy role.

Linda Pratt, LLB (Hons), TEP, Solicitor

Linda is Solicitor and Director of Ridings Law Solicitors set up her own older and elderly client practice 12 years ago. Linda is a member of the executive committee of the Law Society's Probate Section and a founding member of Solicitors for the Elderly. Linda is both a practical and an experienced lecturer combining the daily handling of estates with the academic experience of 30 years of lecturing.

Mark Prebble, LLB, Solicitor

Mark worked for 20 years as an in-house lawyer for companies in the UK and Europe. In 1998 he left The BOC Group plc, where he was Group Legal Advisor, to set up Lawyers in Business, an organisation dedicated to support and develop in-house lawyers.

Damon Swindell, BA (Hons)

Damon has worked with hundreds of private practice firms for many years advising and assisting on a range of management issues. Previously head of a national solicitors network, he is now concentrating on risk management. Damon is also a Law Society approved adviser for the Lexcel standard.

Jane Walmsley, BA, AMITD

Jane is a trainer and a CEDR registered and accredited mediator. She previously worked for the Norton Rose M5 Group and specialises in communication and management skills training, particularly presentation and negotiation skills.

David Watts, LLB, MSc

Is a Higher Rights Advocate and duty solicitor, who combines his role as Course Director for CLT with that of a busy practitioner. Now with ZMS solicitors, he has previously worked for Nelsons and Cartwright King, both in the East Midlands, and began his career with the Crown Prosecution Service in the south of England. He is an assessor for the PSR and CLAS schemes run by CLT and chairs the Assessment Board.

Emma Wilson, MA (Cantab), Solicitor

Emma started her career at Allen & Overy before moving in-house where her roles included Legal Director of Hasbro Europe, Legal Director of Peregrine Systems and Head of Legal for PA Consulting Group.

Subscription Members
Members

For details of CLT'S SUBSCRIPTION SCHEMES please call the Membership Team on 0121 362 7705

