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## Multilateral Internship Programme

### for Lawyers 2023

#### Programme Description – Conditions of Participation

In 2023 the German Foundation for International Legal Cooperation (IRZ) will again in cooperation with the German Federal Bar (Bundesrechtsanwaltskammer) and the German Lawyers' Association (Deutscher Anwaltverein) organise a multilateral internship programme for lawyers from the partner states of the IRZ.

#### **Programme objectives:**

The participants will acquire and/or deepen their knowledge of German and European civil and commercial law. They will gain a practical insight in the fields of activities and working methods of a German law firm. The internship programme also aims at promoting a professional exchange among lawyers of the different participating countries with the long-term goal of contributing to the creation of networks for a continuing international exchange of knowledge.

#### **Itinerary:**

The duration of the internship programme will be from 27 August – 28 September 2023. At the beginning, an introductory seminar on German and European civil and commercial law will be held in Berlin from 28 August – 1 September. On 2 September the participants will travel to the respective locations where the internships will take place.

The internships in selected law firms in Germany are scheduled from 4 September – 25 September. For the content and the organisation of the internship no specific guidelines will be set by the organisers. The law firms involved will conduct the internship at their own discretion and subject to available capacities with the aim to provide the participants with an insight into practical aspects of German substantive and procedural law as well as be acquainted with the working methods of a German law firm.

The placement of the participants at the law firms will be made by IRZ. Alternatively, the participants have the option to arrange the internship themselves at a law firm of their own choice. If requested by IRZ, participants are expected to actively take part in finding an accommodation at the place of internship.

On 26 September the participants will meet again in Bonn, where the evaluation seminar will take place on 27 September. The return to the home countries is scheduled for 28 September 2023.

### **Benefits provided by the organisers:**

The organisers will provide the below-mentioned financial benefits:

- Lodging during the introductory seminar
- Breakfast and Lunch and a financial allowance of 11 € for dinner during the introductory seminar
- Board and lodging during the evaluation seminar
- Travel costs from the introductory seminar to the place of internship and from the place of internship to the evaluation seminar
- Accommodation at the place of internship (if the accommodation is booked by participants themselves, the costs will be covered up to a maximum amount which will be determined in consultation with IRZ)
- A subsistence allowance during the internship period in the amount of 550 €

### **Personal contributions by the participants:**

- Travel costs to the introductory seminar at the beginning of the programme and from the evaluation seminar at the end of the programme back home have to be borne by the participants.
- The participants are obliged to take out an international health insurance, which covers the costs for medical treatment in Germany which might arise in the case of illness or as consequence of an accident - including medical treatment due to an epidemic or pandemic disease such as COVID-19.
- We would additionally like to point out that the subsistence allowance will normally not be sufficient to cover all personal needs at the place of internship and that it will therefore be necessary for the participants to provide for supplementary funds.

### **Additional information:**

For the participation in the programme a very good command of the German language is essential.

### **Conditions of participation:**

The internship programme is intended as a training measure for younger lawyers who wish to broaden their professional experience by a practical stay in Germany. The candidates must have a very good command of the German language. The applicants should be active in the field of civil and commercial law. They must at least be in the final year of their practical training as a lawyer.

The internship programme is not open to lawyers:

- who work for a German law firm, i.e. a law firm which has been set up as the branch of a Germany-based law firm and/or operates under the name of a German law firm.
- who work for a law firm, which has offices in Germany
- or who work for a law firm which is a partner law office of a Germany-based law firm

As a precaution we would like to point out the following: If for personal or other reasons the successful completion of the programme is endangered or rendered impossible, the organisers reserve the right to prematurely terminate the participation in the programme of the person concerned. In this case the participant has to bear any additional costs for his/ her return which may arise due to his/her premature departure.

### **Application documents, deadline for applications:**

The applicants for the internship programme have to submit the following documents to IRZ:

- the **filled-in application form (only application forms which are completed on the computer will be accepted)**
- a **passport photo** (colour photo with good resolution), which may either be placed on the application form or be submitted separately in JPEG-format.
- a **typed curriculum vitae in German** containing the complete postal address, telephone number and e-mail address
- **Proof of German language skills** (e.g. certificate, diploma), unless the language qualification can be proven otherwise by relevant experiences described in the application, e.g. stays in German-speaking countries for studies or work. If deemed necessary, a language test will be conducted by IRZ.

The submission of the application documents by email to [tenhaft@irz.de](mailto:tenhaft@irz.de) is requested **until 12 May 2022**. It is not required to send the application documents additionally by postal delivery. Incomplete application documents (missing filled-in application form or missing CV) will not be taken into consideration.

Applicants from Bulgaria, the Czech Republic, Hungary and the Slovak Republic cannot apply directly at IRZ, but have to contact the respective bar association about the application documents and the relevant application deadlines, as in those countries the below-mentioned bar associations will carry out a selection procedure and suggest candidates to IRZ.

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