



Careers in Ideas *Summer of IP:* Opportunity with Mathys & Squire LLP



What's on offer?

Open event about patent secretary / administrator roles

Who with?

Mathys & Squire LLP

Where and when?

London, Thursday 14 September 2023

Application deadline: ASAP please



Some more detailed information...

(Please read “the formal stuff” below,
and make sure you’re comfortable with it, before you apply.)

The activity provider’s name and address	Mathys & Squire LLP The Shard 32 London Bridge Street LONDON SE1 9SG https://www.mathys-squire.com/
Its main area(s) of business	Intellectual property – patent and trade mark filing and prosecution
More about what’s on offer	A 2-hour event for anyone interested in learning about a career as a patent secretary or patent administrator.
Who is this activity for?	Students/graduates who are interested in pursuing a career as a patent secretary or patent administrator.
How many places are on offer?	15
How to apply	Please email Eliz Huseyin (EHuseyin@mathys-squire.com)
Any relevant selection criteria?	First come first served basis.
For in-person activities & events: will participants’ travel expenses be reimbursed?	Yes – reasonable travel expenses can be reimbursed.
Additional information we think you should know	Please take a look at the Mathys & Squire website careers page: https://www.mathys-squire.com/careers/
Who to contact if you’ve any questions or concerns	Eliz Huseyin (EHuseyin@mathys-squire.com)

***Summer of IP* introductory events**

Before you take part in any *Summer of IP* activity, please join one or more of our introductory events. These are provided by our Careers in Ideas team and will introduce you to the basics about intellectual property and the careers available here. Some will give more detail about routes into particular careers, even helping you to put your application together or giving you a chance to speak to people who already work in IP.

You can find more information about these events on our *Summer of IP* webpage at <https://ipinclusive.org.uk/careers-in-ideas/summer-of-ip-2023/>. Keep an eye out as we'll be adding more events as we go along.

You could also consider signing up to our Mentoring Hub (<https://ipinclusive.org.uk/careers-in-ideas-mentoring-hub/>) if you're interested in an IP career and would like a little help getting in.



The formal stuff

Summer of IP activities are run by individual participating organisations, all of whom recruit into IP sector roles in the UK. They decide for themselves what type of activity or event they want to offer; where, when and for how long it takes place; and the people it's suitable for. They take responsibility for complying with relevant legislation and other appropriate safeguards. *They will treat you fairly, considerately and respectfully.*

All of them have agreed to comply with our *Summer of IP* guidelines, which you can find at <https://ipinclusive.org.uk/wp-content/uploads/2023/03/230208-summer-of-ip-activity-provider-guidelines.pdf>. The guidelines are there to ensure that participating organisations have the appropriate provisions in place to ensure the activity is a success. They will help to safeguard participants' privacy and wellbeing, the quality of the *Summer of IP* offerings and their alignment with IP Inclusive's objectives (see "About Careers in Ideas" below).

For instance, although activity providers can set their own – reasonable – criteria for selecting people to take part in their activity, they must have an objective and non-discriminatory recruitment process. The process and its timings should be clear and transparent and have reasonable adjustment policies in place which support those who have a condition, impairment or disability.

All activity providers are committed to improving equality, diversity and inclusion within the UK IP professions. They are IP Inclusive supporters and partners and/or signatories to the IP Inclusive EDI Charter¹. Many have an individual in their organisation who has signed our Senior Leaders' Pledge².

If you have any problems or concerns about a *Summer of IP* activity, please contact the activity provider directly. We've provided information about how to do that in the table above.

About Careers in Ideas

Careers in Ideas is the outreach arm of IP Inclusive, an initiative which aims to promote and increase equality, diversity, inclusion and wellbeing in the UK's IP professions (see <https://ipinclusive.org.uk/> and <https://ipinclusive.org.uk/careers-in-ideas/>). The Careers in Ideas mission is to improve awareness of, and access to, IP-related careers, in particular for currently under-represented groups. It provides a range of resources aimed at school, college and university students, career changers, and their advisers. It has its own website (<https://careersinideas.org.uk/>) and a dedicated mentoring hub (see <https://ipinclusive.org.uk/careers-in-ideas-mentoring-hub/>).

Importantly, Careers in Ideas exists to promote the full range of IP sector careers, including associated business support roles.

To find out more about Careers in Ideas, visit our website at <https://careersinideas.org.uk/>, or follow us on Twitter (@CareersInIdeas) or LinkedIn (Careers In Ideas).

IP Inclusive and Careers in Ideas are governed by IP Inclusive Management (IPIM). For information about IPIM, and its contact details, please visit <https://ipinclusive.org.uk/ip-inclusive-management/>.

About Summer of IP

Summer of IP is a Careers in Ideas campaign to raise awareness of IP sector careers and offer pre-application opportunities to a wider range of potential recruits. It will comprise a series of events and activities taking place during the summer of 2023. For more information about *Summer of IP*, including other activities and events, see <https://ipinclusive.org.uk/careers-in-ideas/summer-of-ip-2023/>.

¹ See <https://ipinclusive.org.uk/about/our-charter/>

² See <https://ipinclusive.org.uk/the-ip-inclusive-senior-leaders-pledge/>