



Careers in Ideas *Summer of IP:* Opportunity with Potter Clarkson LLP

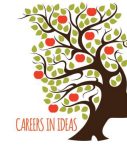


What's on offer?
CV and cover letter clinic

Who with?
Potter Clarkson LLP

Where and when?
Online, throughout August 2024

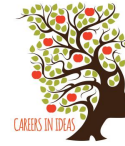
Application deadline: 31 August 2024



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	Potter Clarkson LLP https://www.potterclarkson.com/
Its main area(s) of business	Intellectual property
More about what’s on offer	An online CV/cover letter clinic where participants send in their CV and example cover letter for applying for a job in IP and have one of our attorneys review it and provide 1-to-1 feedback in an online session (on Teams). Your CV can be aimed at any attorney role within IP, for example patent attorney, trade mark attorney, IP solicitor. Feedback sessions will take place throughout August 2024.
Who is this activity for?	Anyone interested in pursuing a career as an attorney in IP, ideally studying towards (or already holding) a relevant degree such as in law or a STEM subject. Over 18s only please.
How many places are on offer?	Roughly 45 (though numbers are limited to each role the CV is aimed at).
How to apply	Please apply before the end of August via https://careers.potterclarkson.com/jobs/4812382-potter-clarkson-cv-and-cover-letter-clinic/b8c0d2a7-5c77-420a-9189-cb3c73023729 , where you will be able to upload your CV and cover letter. You will be informed if your CV is being reviewed and provided with suitable times for scheduling the follow-up call.
Any relevant selection criteria?	Places will be allocated on a first-come first-served basis.
Additional information we think you should know	<i>Please note that this is a CV/cover letter clinic and not a job application. We will not be keeping your details on file. Please sign up to our 'Connect' portal via the website or LinkedIn for any future vacancies.</i> For more information about Potter Clarkson LLP, please take a look at our website careers page:



	<p>https://apply.workable.com/potterclarkson/</p> <p>You may also be interested in our webpage on diversity and inclusion: https://www.potterclarkson.com/who-we-are/equality-diversity-inclusion/</p>
Who to contact if you've any questions or concerns	<p>Please direct all queries to Deborah Maxwell Deborah.maxwell@potterclarkson.com and Rosie Todd Rosie.todd@potterclarkson.com</p>

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'll be able to find more information about these events on our *Summer of IP* webpage at <https://ipinclusive.org.uk/careers-in-ideas/summer-of-ip-2024/>. Keep an eye out as we'll be adding 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/2024/03/240320-summer-of-ip-24-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).

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

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



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 2024

Summer of IP 2024 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 2024. For more information about *Summer of IP 2024*, including other activities and events, see <https://ipinclusive.org.uk/careers-in-ideas/summer-of-ip-2024/>.