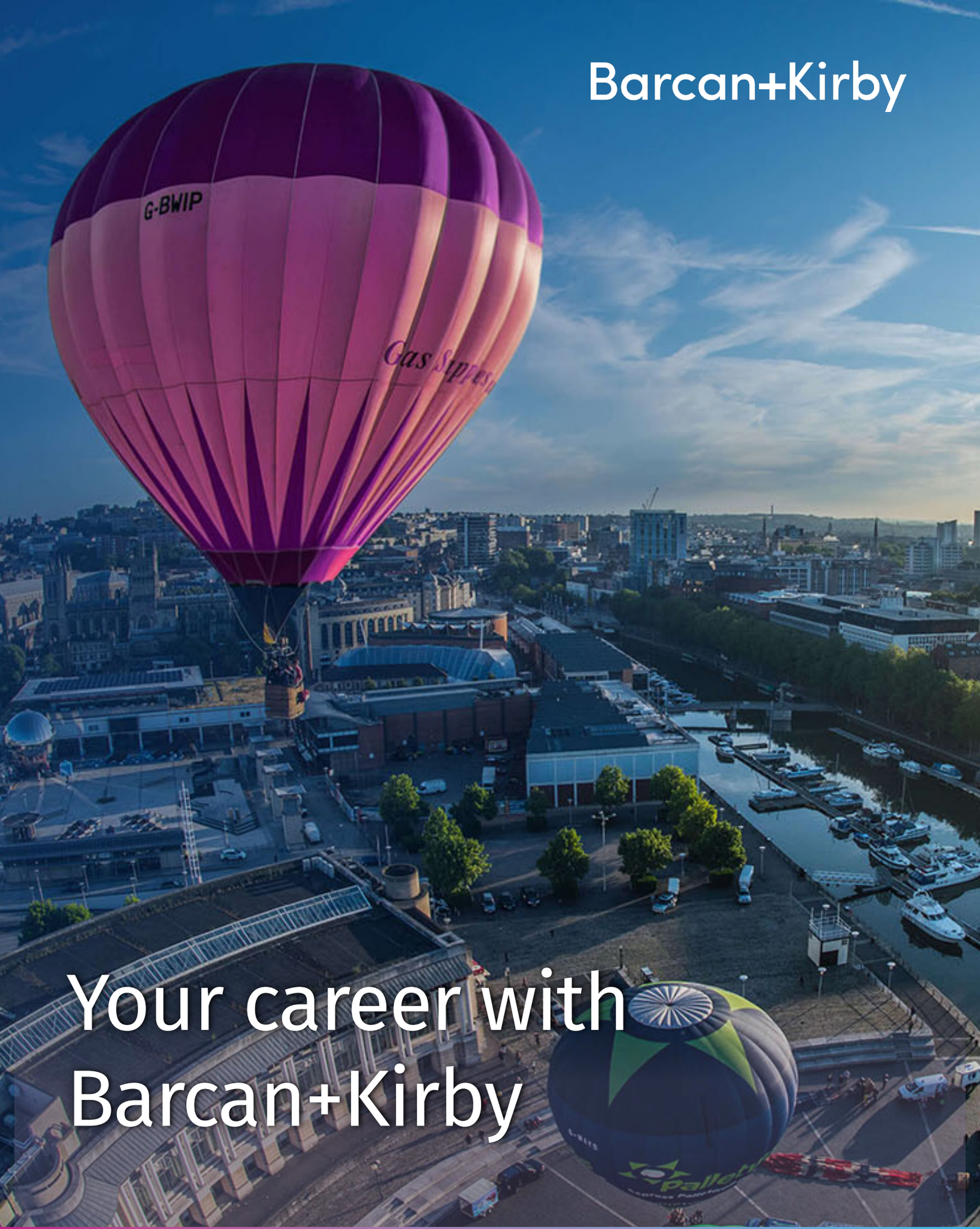
Barcan+Kirby



Your career with Barcan+Kirby

You have our best – every time

Our values.

At the heart of everything we do.

EXCELLENCE

To excel in the level of service we provide. Taking appropriate time to understand clients' priorities and providing a personal and tailored service.

PEOPLE CENTRED

Relationships based on mutual respect where every individual matters.

INTEGRITY

Always striving to do the right thing whilst being honest and fair.

COMMERCIAL

Ensuring our business is stable, secure and profitable for our employees and our clients.

COMMUNITY

Socially responsible in the work we do for our clients, each other and our local networks.

"Alicia goes **above and beyond** on a daily basis. She has been offering all clients an **excellent service**, being patient, understanding, efficient and thorough."

- Values Award nomination for Solicitor, Alicia Perry-Watts



About us.

Welcome to Barcan+Kirby.

We're a Bristol based law firm with a reputation for providing high quality, professional legal advice.

Regardless of where you are on your career path, we can help you develop the personal and professional skills you need to fulfil your long-term potential.

For students and graduates, our Summer Vacation Programme provides valuable insight into what we do and how we do it.

Or, if you've decided that a law career is for you, we have a number of routes to becoming a fully qualified lawyer via apprenticeships and Staff Development Programmes.

Our Staff Development Programme is available at every stage of your career, where we provide training and fund courses.

We can give you a supportive environment with challenging and interesting work where you will be able to develop and thrive.

We're well respected in the Bristol area for the quality of our work and excellent client service.

In fact, we believe that we offer just the right combination of expertise, culture and structure.

At Barcan+Kirby we match ambition with opportunity.

So, whether you're starting out, mid-career or looking for a firm where you can really make a difference, get in touch. We'd love to talk to you!



"It's an exciting time for Barcan+Kirby as we continue to grow and expand.

At Barcan+Kirby, **we put our people and our clients first**. We strive to attract and retain good quality staff through support, development, opportunity and a genuine work-life balance; and we provide an excellent quality of service for our clients at all times.

We're always looking for talented Paralegals, lawyers, Solicitors and support staff that share our values.

So, if you're looking to start or progress your legal career at a firm which **encourages development and rewards hard work**, please get in touch."

- Anna Wilson, Managing Partner

Legal500 TOP TIER FIRM UNITED KINGDOM 2027 Barcan+Kirby LLP

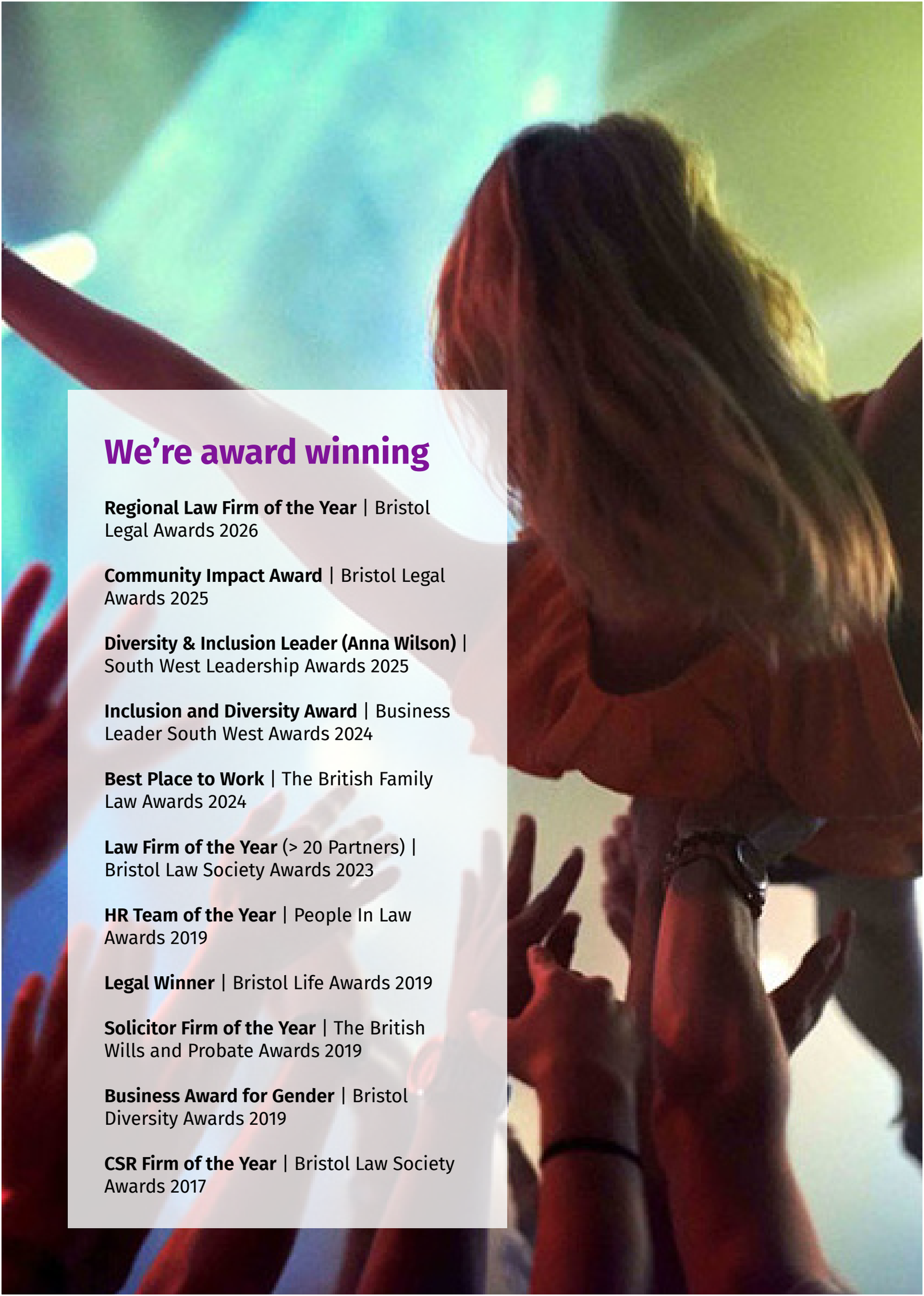
2027 Chambers Top Ranked UK Barcan+Kirby

MUSLIM EMPLOYMENT CHARTER

PROUD to display the BADGE ACCREDITED

a member of the employers' initiative on domestic abuse

BLA 26 BRISTOL LEGAL AWARDS Winner REGIONAL LAW FIRM OF THE YEAR



We're award winning

Regional Law Firm of the Year | Bristol Legal Awards 2026

Community Impact Award | Bristol Legal Awards 2025

Diversity & Inclusion Leader (Anna Wilson) | South West Leadership Awards 2025

Inclusion and Diversity Award | Business Leader South West Awards 2024

Best Place to Work | The British Family Law Awards 2024

Law Firm of the Year (> 20 Partners) | Bristol Law Society Awards 2023

HR Team of the Year | People In Law Awards 2019

Legal Winner | Bristol Life Awards 2019

Solicitor Firm of the Year | The British Wills and Probate Awards 2019

Business Award for Gender | Bristol Diversity Awards 2019

CSR Firm of the Year | Bristol Law Society Awards 2017

At a glance.

Why join Barcan+Kirby?

- **5** Offices around Bristol and South Gloucestershire
- Supportive of flexible and hybrid working
- £ Competitive benefits package for all staff
- A gender-balanced partnership
- Training and development opportunities for all
- A focus on wellbeing and mental health
- Committed to encouraging ED+I in our policies, practices and procedures
- **25** Days of annual leave as standard, going up to 28
- **16** Local and national awards won in the last five years

"I joined Barcan+Kirby as a Trainee Solicitor in 2008 and I haven't looked back.

I am now a Senior Associate in our Family team, and **I feel lucky to have been given as much experience as I did** during my training contract, and that once I qualified, I had obtained the necessary skills to **hit the ground running** in whatever area of law I chose to practice in."

- Charmaine Moger, Senior Associate



Forward thinking.

"As someone with a long commute, Barcan+Kirby's hybrid working policy has made a world of difference to me.

It's more than just the time and money saved; it's the **additional focus I can bring to my clients and casework** without having to worry about train delays or cancellations.

It means I can have conferences with clients when it most suits them and not have to worry about running out of time. Plus, I have a **much-improved work/life balance**."

- Jay Nathwani, Senior Associate



Agile working

We are committed to ensuring all our staff achieve a healthy work-life balance and are supportive of **flexible working hours**.

All staff are able to apply for **hybrid working**.

60% **of our staff work flexible hours***

47% **of employees work part-time***

** As at July 2025*

A gender-balanced partnership

We're also proud that our partnership is gender-balanced and has been for several years.

The partnership is committed to making the firm an **inclusive**, **diverse** and **equal** place to work where everyone feels they **belong**.

Our expertise.

We offer a range of legal services for individuals and businesses. Our departments are well regarded in the Bristol area, and many of our solicitors hold Law Society and other panel memberships.

Personal Injury and Medical Negligence

Our **medical negligence** solicitors are well known for their expertise in managing complex and high value cases. They are top ranked in legal directories, Chambers and Partners UK and Legal 500.

The **Personal Injury** team is also highly ranked in legal directories and the two departments work side by side.

Buying and selling

Our **conveyancers** are an established force in the Bristol property market and have strong links with local developers and estate agents.

Our **New Build** team regularly advises on new developments in the South West.

Our **Commercial Property** team continues to grow thanks to our links with local property developers and businesses.

Wills, Trusts and Probate

Our **Wills, Trusts and Probate** department benefits from a loyal base of clients around each of our offices, many of whom we have relationships with stretching back many years.

The team advise individuals on Lasting Powers of Attorney, Wills, Probate, Estate Administration and Trusts.

Court of Protection

The **Court of Protection** team has been established to build up work in what we anticipate will be a growth area for our firm in the coming years.

The department specialises in a variety of Court of Protection matters, including Deputyships and Misuse of Power.

Family matters

Our **Family** department is one of the largest in the South West. It has specialists in multiple areas of law, including divorce, separation, civil partnership dissolution, finances and domestic abuse.

Several of our lawyers are experienced and trained in **collaborative law.**

Children

Our **child law solicitors** specialise in surrogacy and fertility law, childcare arrangements, child contact and residence disputes, child abduction, grandparents' rights and care proceedings.

Three of the team's lawyers are on the Law Society's Children Panel.

Litigation

Our **Litigation** team handles **employment matters, contentious probate** and **commercial disputes**, as well as other types of dispute resolution, including boundary and property disputes.

We advise both **employees** and **employers** on issues including redundancy and grievances.

Corporate + Commercial

Our **corporate and commercial** lawyers have been supporting a wide range of businesses across the South West with their legal needs for years.

We can help you from services such as acquiring a business, exiting a business and shareholder and partnership arrangements.

Life at Barcan+Kirby.

We’re committed to making Barcan+Kirby a positive and inclusive place to work.

You’ll be actively encouraged to participate in **marketing and business development** activities and we provide structured **training and development opportunities**, such as our Associates Academy for senior lawyers, our Training Academy for newly qualified lawyers and development workshops for trainee lawyers.

Achieving a **healthy work-life balance** is also important, so you’ll have the chance to get involved in activities outside of your day job, such as fundraising for our designated charity or by joining one of our committees.

We ensure that **our staff feel listened to**. We encourage feedback and ideas through regular staff surveys and a firm-wide suggestions box, all of which is reviewed and considered by the Board.

Charity and social events

We’re actively involved in charitable fundraising and give our staff the autonomy to decide how our charity and social budgets should be spent.

Over the years we’ve supported a range of local and national charities and groups, raising money through fundraising and providing pro-bono legal services.

We’ve baked cakes, trekked miles across countryside and cycled from Lands End to Bristol to raise funds for our nominated charities. Our staff, led by our volunteer Charity and Social Committee, raise funds every year and we’re immensely proud of our fundraising achievements.

We’ve worked with a number of Bristol charities including BRACE, The Grand Appeal, Bristol MIND and 1625 Independent People. At the end of each year all staff get to vote on which charity they would like to support for the next year.

Our Charity and Social Committee also helps organise our staff Christmas parties, Summer and Winter conferences, and charity events. We regularly host pub quizzes, bingo, art competitions and office parties.







Bringing everyone together.

Our committees.

We have a number of committees that staff are able to join:

- Charity and Social
- Equality, Diversity, Inclusion and Belonging
- Technology and AI
- Wellbeing and Mental Health

"Barcan+Kirby is a great place to work. **You have your voice heard**."

- Support staff member

Wellbeing and mental health support



We have two Wellbeing and Mental Health First Aiders (WMHFAs) in each office who support staff with issues such as workplace stress, anxiety and the understanding of common mental health issues. Our WMHFAs are readily available during working hours to **listen**, as well as **signpost** staff to support networks.



Every year, we take part in a variety of mental health initiatives, including Mental Health Awareness Week where our WMHFAs organise activities such as running clubs, picnics and, in the past, we even held a sunflower growing competition. They host coffee mornings and lunchtime walks, as well as sharing useful tips.

We also have two **Employee Assistance Programmes** which are available for all staff on a confidential basis, and includes in-person and telephone counselling sessions, 24/7 GP support and a second medical opinion.

MHFA Champion
MHFA England

Our Wellbeing and Mental Health First Aiders are professionally trained by Mental Health First Aid England.

Support staff roles.

Business services.

We're a law firm, but we need people with a range of different talents for us to be successful.

HR

We have an award-winning HR team with forward-thinking specialists who deal with standard HR requirements, projects and initiatives, with a clear focus on our employees' needs and development.

Marketing and Business Development

We have our own in-house team, responsible for marketing our services and brand, which includes digital, PR, events, advertising, editorial and networking. They also work with HR on employee engagement and branding.

Accounts

Our Accounts department manages all financial transactions within the firm and oversees the firm's compliance with the Solicitors Accounts Rules (SRA).

Compliance

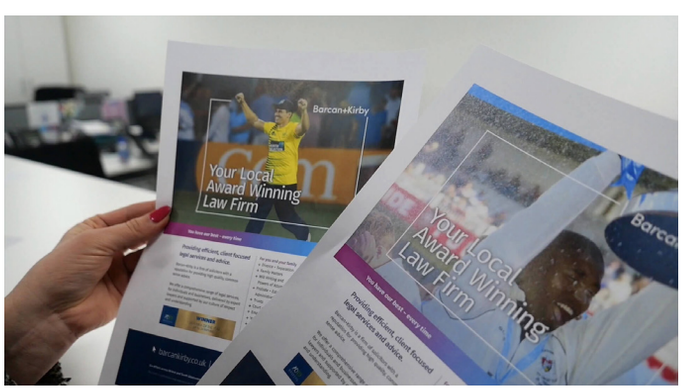
We have a Compliance team that works closely with our Managing Partner, and assists the Board with Lexcel and all SRA regulations.

Facilities and Reception

Our Facilities team manages the firm's storage and equipment and oversees the management of our friendly team of Receptionists across our five offices.

> [Barcan+Kirby] has thrown down the gauntlet to larger London firms with wide-ranging HR initiatives encompassing employee engagement and internal communications driven by the specific needs of their workforce."
>
> *- People in Law Awards, 2020*







Support staff roles.

Administrative, Legal Secretaries and Paralegals.

As with our business support staff, the firm cannot run efficiently without the work of our brilliant administration staff, Legal Secretaries and Paralegals, who assist our fee earners.

Our support staff are at the heart of our firm's success. This is why we're committed to making them feel appreciated, respected and empowered to progress.

As a member of our support team, we'll encourage you to spread your wings and develop your skill set in ways that will further your career, both with us and in the future. As well as regular appraisals and feedback, we'll support your personal development, including paying for or providing finance to cover the cost of qualifications and memberships.

Our support staff roles include:

+ Administration Assistant
+ Legal Secretary
+ Senior Legal Secretary
+ Paralegal
+ Senior Paralegal

> Since I started at Barcan+Kirby I've had their full support in allowing me to **progress further with my career** and supporting my CILEx studies."
>
> *- Abi Harrison, Senior Paralegal*



Staff training and development

We offer a range of apprenticeships for our staff, including:

+ **Customer Service** apprenticeship for Reception staff.
+ **Legal Administration Level 3** for Admin Assistants and Legal Secretaries, consisting of three Level 2 CILEx units embedded within the Business Administration Level 3 standard.
+ **Paralegal apprenticeship** for staff moving into a Paralegal role. This can be followed by a Bridging programme to work towards qualifying as a CILEx lawyer.

Early legal careers.

For future lawyers.

Spring Vacation Scheme

Our Spring Vacation Scheme is available for those in their second or final year of a law degree, or studying for the SQE or LPC.

Our virtual one-day event allows budding lawyers the opportunity to spend time with every department across the firm, meet the Board members and receive hints and tips from our past and present trainees.



"I was told about the Vacation Day by a fellow student in my Master's class. They knew I was keen on applying for jobs at Barcan+Kirby and said it was a great way to get to know the team and get a feel for the culture.

I was lucky enough to get a place and found the whole day so informative. By lunchtime, I knew this was somewhere I wanted to work! The team was welcoming and had plenty of time to answer my questions. Following on from the day, I was successful in joining the Clinical Negligence team and feel thoroughly supported in my role."

- Nicola Geremezoglu, Paralegal

"I have gained invaluable knowledge and experience that I will be able to carry forward throughout my future legal career.

- Spring Vacation Scheme participant

Want to join our next Spring Vacation Scheme?

Visit the 'Early Careers' section of our website for more details.

Qualifying with us.

Becoming a Solicitor or lawyer

If you have just completed your studies and want to start a career in law, we have plenty to offer via our Staff Development Programme. We also run regular development workshops which provide opportunities to build internal relationships, gain exposure and receive training.

Our routes to qualification as a lawyer include:

- **Paralegal Apprenticeship:** an 18-month programme for staff moving into a Paralegal role.
- **A bridging qualification between the Paralegal Apprenticeship and the CPQ Foundation stage:** a six to 12-month programme for staff who have completed the Paralegal Apprenticeship and want to qualify as a CILEx lawyer.
- **CPQ Apprenticeship:** there are various levels, from Foundation to Professional, that facilitate qualifying as a CILEx lawyer (more below).
- **Solicitor and Graduate Solicitor Apprenticeships** (more below).
- **SQE qualifying work experience**



> Barcan and Kirby has been committed to my personal and professional growth since I joined.
>
> The support I have received has been exceptional, and the opportunities the firm has offered me - particularly the chance to advance through the apprenticeship route - have been life-changing.
>
> *- Sophie Vincent, Solicitor Apprentice*

ILEx qualifications

Not all lawyers have degrees. You can train as a lawyer with CILEx, starting with the Paralegal Apprenticeship or CPQ (CILEx Professional Qualification) Foundation stage.

There are also opportunities for those with a degree or with a degree and an LPC to qualify through the CPQ Advanced stage and relevant experience in just 12 - 18 months. If you are already a Paralegal with Trainee CILEx Lawyer status, you can complete the CPQ Professional stage to qualify. **Read more about the routes to qualification as a CILEx lawyer here**.

The CILEx route lets you learn on the job. You'll gain real-world, practical experience in your chosen area of law, with guidance from experienced lawyers within the team.

At the same time, you'll pursue a structured, targeted programme of study and exams to qualify as a CILEx Lawyer, which allows you to practice in your chosen area of law.

Solicitor Apprenticeships.

Solicitor Apprenticeship Programme

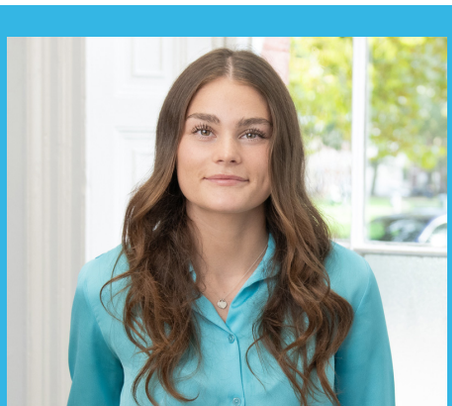
We partner with the University of Law to provide our Solicitor Apprenticeship Programme, a five-and-a-half-year programme for aspiring solicitors who don't have a university degree.

The Programme provides immediate direct exposure to a range of live cases, giving you the opportunity to gain invaluable experience in one department. You will be assisted and trained on a wide variety of practice areas and receive one-to-one mentoring from senior colleagues and a supportive team in your chosen department. Find out more here.

Although candidates don't need to have a degree, you are required to have:

+ Three A-Levels at grade C or above, or the equivalent; and
+ Five GCSEs including Maths and English at grade 4+ (or the equivalent).

> This is a great alternative route to becoming a Solicitor; it allows you to get an academic qualification and hands-on experience.
>
> Not only do you not have the debt of university fees, but you are also paid for doing the apprenticeship. It builds your legal knowledge and provides transferable skills that you will use on a day-to-day basis."
>
> *- Gabi Chenoweth, Solicitor Apprentice*



Graduate Solicitor Apprenticeship Programme

We have partnered with the University of Law to provide this 24-month programme, specifically designed for applicants who have already completed a Bachelor's degree in Law.

The programme prepares apprentices for the Solicitors Qualifying Exams (SQE 1 and SQE 2) which were introduced in September 2021 as the new route to qualifying as a Solicitor.

> The apprenticeship gives the perfect opportunity to work towards the SQE whilst still gaining valuable hands-on experience and preventing the need for a career break.
>
> It meant I was on a qualification journey with colleagues who were enthusiastic about my progression."
>
> *- Lucy Amos, Solicitor who graduated via the Graduate Solicitor Apprentice*

You will gain experience on a wide range of practice areas and receive 121 mentoring from senior colleagues.

Apprentices have a Solicitor Skills Coach, who will guide you to build a work-based portfolio.

You will also receive help and support to prepare you for the SQE. Upon successful completion and subject to SRA Character and Suitability Test, you will become a qualified lawyer. Find out more here.

Path to progression.

Solicitors, Associates and beyond.

For experienced solicitors, working at Barcan+Kirby presents truly exciting opportunities for you to play a part in our success, make an impact and enjoy the recognition you deserve.

Every lawyer has the chance to apply for promotion on a yearly basis, subject to a business need and matching criteria. **We champion staff to continually strive for more**, and encourage all managers to work with their team to progress them further.

Our fee-earning roles include:

+ Solicitor
+ Associate/Senior Associate
+ Legal Director
+ Partner (salaried)

> “Through the Associates Academy, I was given the opportunity to create and implement a staff rewards scheme across the whole firm. It feels good to know that I can be involved in projects which **make a difference to the entire firm**."

Associates Academy

Our Associates Academy offers a pathway for progression for ambitious Associates and Senior Associates by helping them develop the skills necessary to become **future business leaders**.

Academy members work openly and collaboratively to deliver a wide range of firm and departmental projects that shape our vision, values and long-term business strategy. The level of responsibility we give our Associates is high; but we’ll also give you the tools, opportunities and autonomy you need to deliver, as well as the encouragement you need to succeed.

In return, you’ll have support from an allocated mentor, open and constructive feedback, clear career progression and involvement in projects that develop both you and the firm.

Training Academy

We understand that the early stages post-qualification bring a new set of challenges and for this reason, the Barcan+Kirby Training Academy (BKTA) was established.

The BKTA gives newly qualified lawyers (up to three years' PQE) the opportunity to:

+ Build relationships with senior staff
+ Learn business skills
+ Receive training in marketing and business development, finance and compliance
+ Meet regularly to share information, discuss challenges and support each other
+ Showcase their project management, organisational and teamwork skill set

Other programmes

+ Mentoring Programme
+ Micro Mentoring Programme (focused, one-off sessions)
+ Bespoke Management Training Programme
+ THRIVE: a coaching programme that helps colleagues maximise their value and performance

What our staff say.

Since joining Barcan+Kirby in 2006, I have **progressed my career** and **became a Partner whilst on maternity leave** with my first child.

I've seen a lot of changes since I first joined, but I've stayed with the firm as I have **felt supported**, **listened to** and for me, crucially, there has been the **opportunity for development** and progression."

- Samantha Castle, Partner





I joined Barcan+Kirby, having worked at another law firm for many years and in a variety of roles. Prior to that, my career was in retail banking, so **I have not entered the legal profession via the usual routes**, as well as entering at an older age than most!

The firm is **encouraging of staff of all ages and backgrounds to progress their legal careers**. So, although I entered the legal profession later in life, I can work towards goals that I might never have thought possible."

- Virginia Palmer, Paralegal

The most organised and well managed law firm I've worked for. I feel like I've been here much longer than I have - a good sign!

I found the recruitment process really efficient and well organised; best I've had to be honest.

- Sally Stainton, Senior Associate



Barcan+Kirby

This firm is authorised and regulated by the Solicitors Regulation Authority. No: 568743.



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