

## Learning Programmes for Law Firms

Unlock knowledge by fostering skill development and empowering professionals



[competence.lu](https://www.competence.lu)



Legal and Financial Cluster

### Presentation of the Competence Centre

The **University of Luxembourg Competence Centre** is the lifelong training and continuing education centre in Luxembourg. Its mission is to develop, offer and manage adult training programmes that support the key development areas of the Luxembourgish economy.

Based in the heart of Belval Campus (*University of Luxembourg*) in Esch-sur-Alzette, the **Competence Centre** builds upon a more than two-decade-long experience in the adult training sector, always working with strong partners and renowned experts. Its main activities revolve around innovation and learning.

### Reliable partner for the legal sector

The Competence Centre takes on the role of one of the most reliable partner for the sector by working closely with major players. Through quality training, in-depth needs analysis and a regular exchange with the key stakeholders on the market and our partners, we are able to propose relevant and efficient training programmes.

### Legal Cluster

The legal sector is constantly evolving due to the increase in prudential and supervision rules and regulations. By empowering legal professionals and thus, enabling the Luxembourg marketplace to remain a strategic partner at the European level, the University of Luxembourg Competence Centre has become a key player in adult training for this sector.

## Training Programmes

### Luxembourgish law per practice area for newly appointed lawyers

**Objective:** At the end of this training, participants will have grasped the essential aspects and subtleties of the legal framework in Luxembourg.

**Target audience:** Newly hired foreign lawyers; any lawyer willing to specialize in one or several areas of Luxembourg law.

**Duration:** This training follows a modular system. The modules “Introduction to the Luxembourgish legal framework” as well as “Corporate law” are mandatory (3 days). Other modules such as Banking law, Investment funds, tax law and contract law are optional.

**Price:** 1300€ for the mandatory modules (3 days)

2-day-long optional modules: 1000€

1-day-long optional modules: 600€

### Legal Project Management (LPM)

**Objective:** At the end of this training, participants will be able to handle legal cases like projects. This implies identifying project constraints and priorities, splitting legal projects into tasks, while learning how to close a project appropriately.

**Target audience:** Lawyers

**Duration:** 2 days

**Price:** 1100€

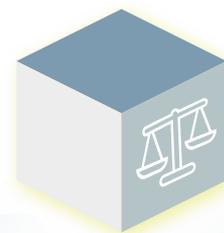
### Paralegal position: upgrade your skills

**Objective:** At the end of the training, participants will have improved their communication skills gained deeper knowledge of contract and corporate law as well as have grasped some of the subtleties of the Luxembourgish legal framework.

**Target audience:** Administrative staff who work in a law firm or a company’s legal department; any other person being interested in these fields (e.g. HR; accountant...)

**Duration:** 4 days

**Price:** 1500€



### **Customer relationship management**

**Objective:** At the end of the training, participants will be able to conduct a client-centered approach: how to attract, retain and satisfy customers. The aim of this training is to provide lawyers with the tools to develop a sustainable customer relationship.

**Target audience:** Lawyers

**Duration:** 2 days

**Price:** 1100€

### **Upgrade your public speaking skills**

**Objective:** At the end of this training, participants will have discovered techniques, helping them sharpen their oral presentation skills.

**Target audience:** Lawyers, legal practitioners in general.

**Duration:** 2 days

**Price:** 1100€

### **Legal design thinking**

**Objective:** At the end of the training, participants will have learned how to design documents, making them more straightforward, functional, and, all in all, user-friendly.

**Target audience:** Lawyers, legal practitioners in general.

**Duration:** 2 days

**Price:** 650€

### **Knowledge management: new opportunities**

**Objective:** At the end of the training, participants will be able to feel at ease in the role and responsibilities of a knowledge manager while using the right tools.

**Target audience:** Knowledge managers, lawyers, legal practitioners in general.

**Duration:** 2 days

**Price:** 1100€

### **Avocats : gérez votre temps et votre stress**

**Objectif :** A la fin de la conférence, les participants auront découvert comment organiser leur temps et gérer leur stress en fonction de leur propre mode de fonctionnement.

**Public cible :** Avocats, praticiens du droit

**Durée :** 3 heures

**Prix :** 125€

Moreover, the legal and financial cluster also offers tailor-made training programmes that can be adapted to your specific needs.

**Get all the news regarding our activities on our website!**

**For further information:**



Our partners :



**Barreau**  
de Luxembourg

CONFÉRENCE DU  
JEUNE BARREAU  
DE LUXEMBOURG



## Our Competency Clusters

The University of Luxembourg currently is active in different sectors and specializes in certain areas. We have therefore decided to work in competency clusters, each cluster being at the cutting edge of the newest developments in their respective area.



### **Bachelor and University Training Cluster**

The Bachelor and University Training Cluster establishes itself as a strategic partner for the University of Luxembourg. This new partnership is growing and, in joining our forces, we are striving to make the University as well as the Competence Centre acknowledged references in matters of adult education by proposing innovative programmes with added value topics, uniquely adapted to the societal needs.



### **Healthcare Cluster**

As active major player in this sector for over 15 years, the Healthcare Cluster's mission is to assist the sector in its development with dynamic and adaptive training programmes. Building on innovative educational approaches, strategic partnerships and a large expertise in the field, we conceive training programmes that take into account the sector's needs and the challenges it is facing.



### **Legal and Financial Cluster**



### **Digital Learning Cluster**

We are developing training programmes that are original, innovative and state-of-the-art with regards to new technologies in the field of adult education. We train the trainers of today, making our pedagogical expertise and tools available to all clusters and we are thus actively contributing to numerous crosscutting projects.

**University of Luxembourg Competence Centre**

Maison du Savoir - Tenth floor - 2, avenue de l'Université - L-4365 Esch-sur-Alzette

 +352 26 15 92 17 -  [competence.lu](http://competence.lu) - [info@competence.lu](mailto:info@competence.lu)