



# Your Pathway to a Career in Conveyancing

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Learn and grow with hands-on training,  
academic modules, and real career progression

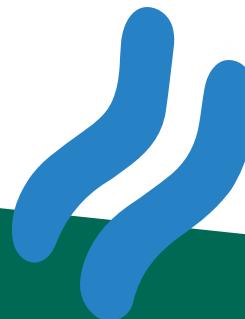




“Our Trainee Conveyancer Pathway recognises individual potential and helps us to build for a strong future - both for the Trainee and for Convey Law.

It is a practical pathway to career progression, increasing motivation, loyalty and job satisfaction. Its purpose is to develop individuals who understand our values, way of working and client service requirements. The Pathway provides our Trainees with the skills, capability and knowledge to grow in confidence, and empowers them, with responsibility and supervision, to become excellent Conveyancers.”

**Janine Wellington** Managing Director, Convey Law



## The Convey Pathway

The Convey Law Pathway training course is specifically designed for aspiring Conveyancers. The structured training programme combines academic and practical learning, with comprehensive practical and theoretical modules tailored to the conveyancing process.

Trainees will gain hands-on experience by running their own small caseload, while being mentored and simultaneously supporting a senior and experienced Conveyancer, handling a volume caseload. This dual approach enables Trainees to learn in real-time, applying their knowledge directly to our conveyancing transactions and clients.

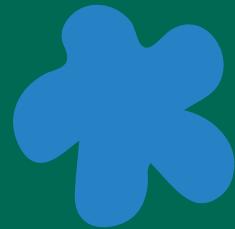
The Convey Pathway is challenging and requires strong commitment and dedication, whilst providing a clear and rewarding pathway for those looking to build a long-term career in conveyancing.

The Pathway modules provide structured, conveyancing process training to achieve the essential knowledge, skills and confidence across every stage of a conveyancing transaction. The modules cover organisational skills, proactive file management and effective communication – enabling confident client service provision and case progression.

### Initial Pathway Modules Include

- Case Status and General Updates
- Client Communication and Pilot Calls
- Post Lists
- Introducer Relationships
- Case Progression Calls
- Searches and Pre Contract Enquiries
- Mortgage Offer - Funding a Purchase Property
- Pre - Exchange Tasks
- Pre - Completion Tasks
- Sale - Drafting the Contract





## Practical Conveyancing Modules

The Pathway practical training modules provide essential hands-on training across regulatory, compliance and transactional tasks. Trainees learn about the Convey Law systems and standards, from regulatory and risk, compliance training (covering AML, client due diligence and Know your Client) to client communication and document preparation.

Trainees learn how to manage accounts and ledgers and navigate what happens after completion, including Land Registry applications and procedures. These modules help improve time management, team collaboration, and communications skills.

Trainees receive practical exposure in preparing documents such as Contracts, Transfers and Mortgage Deeds, and learn to interpret Mortgage Lender paperwork and requirements whilst working alongside an experienced Conveyancer.

The Pathway provides streamlined, hands-on training, that turns theory into real everyday skills, so that Trainees are fully ready to support their conveyancing clients and transactions with accuracy and confidence.

- Regulatory Matters
- Risk & Compliance
- Practical Documents
- The Modern Law Firm
- Personal Impact
- Accounts in Conveyancing Transactions
- Accounts Ledgers
- Client Communication
- The Importance of Fee-Earning
- Post Completion
- Convey Law Conveyancing Protocol





“I’m really looking forward to diving into the Convey Law Pathway—it feels like a great chance to grow and challenge myself in new ways. I’m excited to see where this journey takes me and to build confidence as I develop new skills. It’s great to be part of a team that’s so invested in helping us to succeed.”

**Laura Thomas** Trainee Conveyancer, Convey Law





## Academic Modules

The academic Pathway training modules build a solid understanding of the legal principles that underpin property transactions. Trainees explore and learn how the legal system operates, delve into property / land law, and gain insights into the intricacies of contracts and ownership structures. These modules provide the knowledge needed to navigate the complexities of property law.

This structured academic learning complements practical technical experience, preparing Trainees for a successful career in conveyancing.

- The English Legal System
- Land Law
- Co-Ownership
- Contract Law
- Proof of Ownership
- Title Investigation
- Solar Panels
- Septic Tanks
- Leasehold
- Infrastructure Agreements



“I am really excited to be a part of the Convey Law Pathway and moving forward as a Trainee Conveyancer, to growing and constantly learning, as there is always something new to learn.”

**Fathima Nusra** Trainee Conveyancer, Convey Law





## Convey Culture

Our Cultural Principal modules are all about supporting well-being, encouraging inclusivity and building resilience. At Convey Law, well-being and work – life balance is a top priority. We want you to be able to enjoy both your professional career and your personal life, and we believe that an element of training will help with this process.

Our Cultural Principals of belonging, tribe, service, fun, giving, and kaizen are championed by everyone at Convey Law to help create a supportive and inclusive environment, where we connect with colleagues and enjoy belonging to our Convey tribe. Our aim is to help you thrive and constantly improve, both professionally and personally, ensuring that you have the tools and support to succeed in your role.

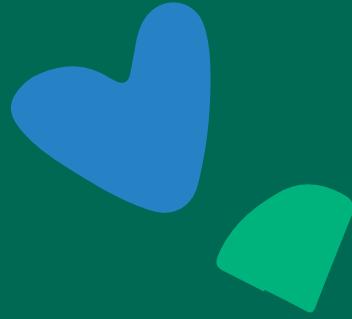
- Equality and Diversity
- Healthy Habits
- Resilience
- Managing Challenging Conversations



“I am really looking forward to taking part in the Convey Law Training Pathway. I am grateful for the opportunity to further develop my legal knowledge and carry out each stage of the conveyancing process from start to finish.”

**Lottie Keyse**





## A Note for Aspiring Conveyancers

“ The Convey Law Pathway will equip you with essential conveyancing skills and knowledge, fostering both personal and professional development. It will enhance your confidence, provide new and exciting opportunities, and prepare you to meet the demands of the conveyancing profession. Investing in your growth today will lead to a brighter future tomorrow. Embrace the challenge - enjoy the journey – we look forward to celebrating your success!”

**Sophie Wheaton** Conveyancing Manager, Convey Law