



People. Not just lawyers

2026

APPRENTICESHIPS AT HF

  | h-f.co.uk

PEOPLE. NOT JUST LAWYERS



Originally established in 1969 HF has grown to become one of the leading law firms in each of its chosen sectors.

HF is a recognised market leader in general insurance claims handling and legal services, and its expanding portfolio is designed to match the needs of a rapidly evolving marketplace.

Complementing this we provide a broad range of specialist services to businesses acting on behalf of SMEs, PLCs and everything in between. Our role as a trusted adviser is valued by our clients, who comment that our tailored approach is second to none.

WHO WE ARE

Our lawyers are experts in their field and you would expect that. But we're also people - with a passion for helping our customers, and each other, achieve the best possible outcomes.

We won't be beaten on customer service, on innovation and on building long-lasting relationships that deliver results. As a leading provider of legal and claims solutions to the UK and Ireland insurance markets, we've been disrupting the status quo since 1969.

Since then we've expanded, and continue to expand, in all areas of commercial law with our well-established and fast growing team.

At HF we do things differently, with a forward-thinking, innovative approach that's genuinely built around a focus on our clients' needs – not our own. Our customers, including some of the biggest insurance companies in the country, work with us for that very reason.

We work closely with our clients every day to provide the best possible strategies based on their needs, not our assumptions. We're not your typical law firm.

“We're different – in a good way! Being a legal partner completely focused on the needs of our clients is a given. Our truly collaborative approach, though, means we don't simply give them a solution which we expect them to take up. We work alongside them every step of the way, creating the bespoke solutions our clients tell us they need – often in ground breaking ways that challenge convention and disrupt the status quo.”

“We believe in combining our legal expertise with cutting edge technology and applying that to the problems and operating needs of our clients. That's how we're able to develop innovative, often technology based, solutions that improve the bottom line for our clients as well as their customers' experience.”

“And most important of all, we're People. Not just lawyers!”



Ronan McCann

Managing Partner & CEO



People. Not just lawyers



OUR VISION

“To be the most DYNAMIC, CUSTOMER-FOCUSED law firm in the UK & Ireland”

OUR VALUES

TOGETHER

We value true partnerships, internally and externally. We build lasting relationships and together we work towards a common purpose. Working as part of a team and valuing every individual within it is part of our DNA, which means we're approachable, collaborative, supportive and inclusive in everything we do.

DYNAMIC

We challenge convention. We thrive on innovation and opportunity - constantly evolving and looking for new and better ways to do things. Agility and flexibility are cornerstones of our culture.

REAL

People not just lawyers. We're definitely not typical lawyers in a typical law firm. We're real people who don't hide behind corporate speak. We're honest and truthful with a genuine commitment to sustainable and ethical business practices. We're also a diverse bunch of people who like to have fun!

DRIVEN

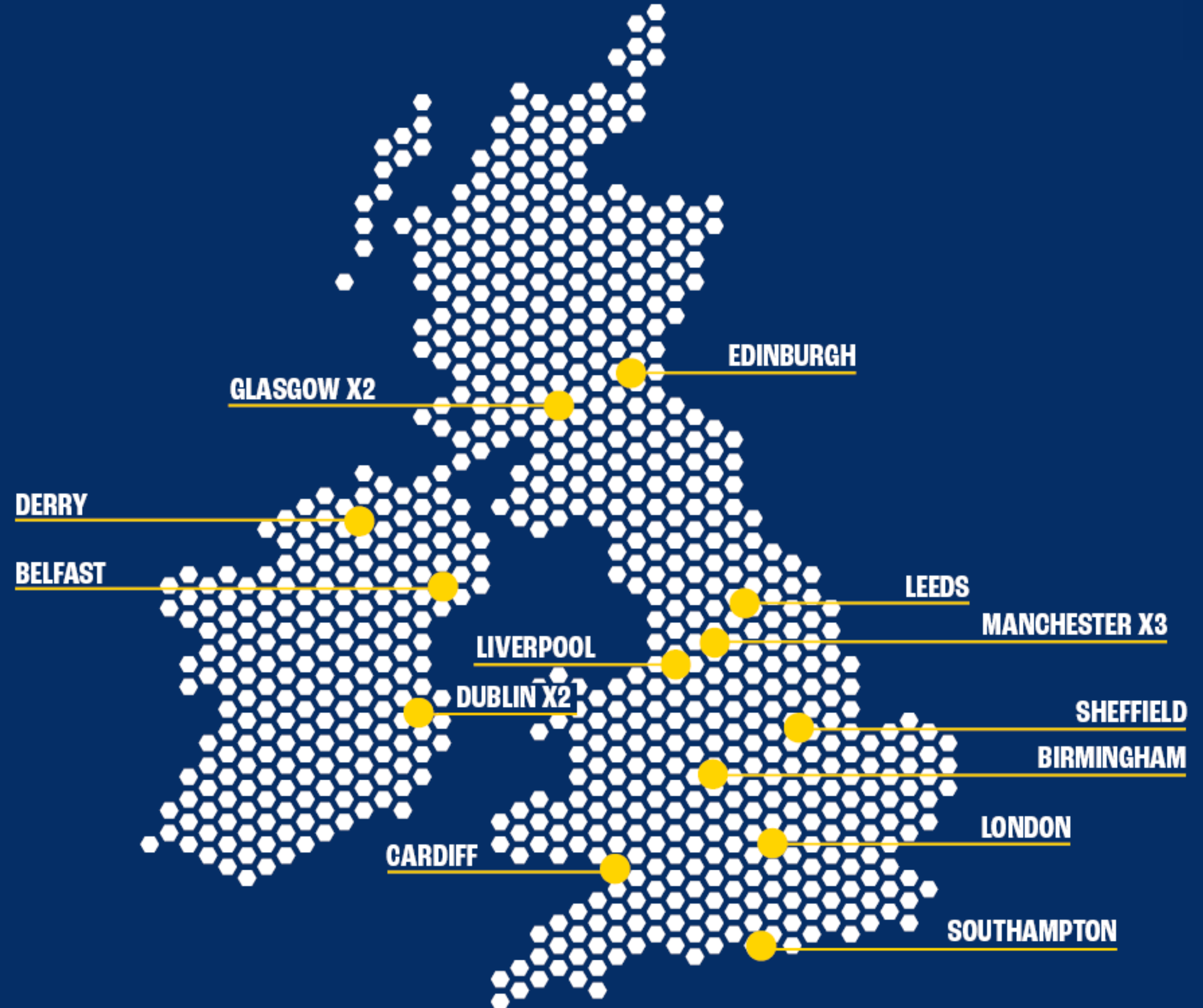
Successful results – that's our focus and we approach everything we do with conviction, commitment and tenacity. Success for each other and for our clients is what drives us every day.



OUR LOCATIONS

We have **SEVENTEEN** offices based around the UK and ROI.

We offer truly hybrid working, including the opportunity to work remotely.



CULTURE & SUSTAINABILITY

We are wholly committed to being a responsible, sustainable business.

That includes minimising the impact we have on our environment, continuing to build on all the ways we give back to the communities in which we work, and, crucially, our continued focus on creating and maintaining a truly diverse and inclusive workplace where people from a wide range of backgrounds can succeed.

We are dedicated to reducing our environmental impact, which is why we offer various initiatives like our bike-to-work program, utilisation of cloud-based operations, have recycling stations and are working towards powering all our offices with renewable energy. In Addition, we are collaborating with SBTi (Science Based Targets) to reduce our emissions at the pace and scale necessary to prevent the worst effects of climate change.

OUR FOCUS ON GENDER EQUALITY AND DIVERSITY THRIVES THROUGH PRACTICAL MEASURES, INCLUDING OUR WOMEN AT HF, EDGE AND PRIDE NETWORKS. AS WELL AS PROVIDING A FORUM FOR OUR EMPLOYEES TO SHARE KNOWLEDGE AND VOICE THEIR LIVED EXPERIENCES, THEY HELP INFORM AND GUIDE OUR D&I STRATEGY.

In support of giving back to our communities, we have an Employee Volunteering Programme, which rewards employees for giving up their time for a good cause. Activities frequently involve working as a team, and often alongside our clients. Just a few examples include helping at a food bank, planting trees and picking litter.

Committee is open for employees to join. Each year we partner with a charity and the committee arrange events and challenges to fundraise, so there's no lack of fun runs, bake sales or quizzes to help raise money! Previous charity partners have included The Christie, CALM and Alzheimer's Society. This year we are supporting local charities dedicated to cancer research and support.

Our latest culture-based initiative is the launch of our All Employee Share Scheme! The scheme leads the way for the legal sector, reinforcing our ambitions to turn the traditional law firm model on its head and putting our people at the centre of our success.

The scheme recognises that every employee is an integral part of the company. Everything they do and every decision they make will help to drive success not just for the business, or in the interests of a few senior partners, but for them personally as owners of the firm. It brings those conducting legal services and those within support functions together with a personal and common aim to drive the success of the business as a whole.





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THE WORK WE DO. SERVICES TO INSURERS

COUNTER FRAUD

With over 200 people, our counter-fraud team is the biggest in the market. We constantly push the boundaries for the benefit of our insurer clients and devise market leading strategies to combat dishonest claims. We have built an enviable reputation for adopting a robust approach to fraud, and we fight more cases in court than any other firm. Our cases have been featured in the national press on many occasions and we're often asked to contribute cases to BBC's 'Claimed and Shamed'.

“We’re always on the lookout for talented individuals who share our passion for counter-fraud and our commitment to making a positive difference to society. We offer a dynamic, supportive, and challenging work environment that fosters growth and development.”

- Jared Mallinson, Partner & Head of Counter Fraud

RECOVERIES

Our Recoveries department works with our insurer clients and their policy holders through the litigation process as we recover their outstanding costs and uninsured losses. As one of the fastest growing departments at HF, we act for many of the top motor insurers in the industry and our expertise is truly market leading. Our vision is very simple, we want to be the leading provider of legal recoveries services in the UK to the insurance industry and self-insured markets.

“Our success is breeding success. So, if you are ambitious and hardworking then you can be part of something exciting as we grow and develop together.”

- Simon Delvard, Partner & Head of Recoveries

CREDIT HIRE

Our credit hire team is arguably the strongest in the industry. Credit hire claims arise when a person is involved in a road traffic accident that was not their fault and they require a replacement vehicle while their own is being repaired. Instead of using their own insurance policy to pay for the cost of a hire car, the person may choose to use a credit hire company. The cost of the hire vehicle is charged to the at-fault driver's insurance company. Our credit hire team works closely with our clients to understand their individual circumstances and ensure their case is handled with care and attention to detail.

“As a recognised market leader, the team comprises 50 experienced case handlers from a variety of backgrounds, if you'd like to learn from the best - join HF's credit hire team!”

- Darren Mendel, Partner & Head of Credit Hire

MOTOR

We firmly believe that our clients' customers are at the heart of their business and it's essential that we take care of them. Our service is friendly and easy to understand. We let customers know what we'll do, when we'll do it, and manage their expectations throughout. Our goal is to avoid litigation and find the best possible outcome on every case. Our collaborative approach helps reduce lifecycles from FNOL to trial as well as lowering indemnity spend and improving the experience for customers

“We ensure our clients pay genuine ‘fault’ claims as quickly and as cheaply as possible, as well as making their customers’ experience as smooth as possible”

- Liam McGuire, Partner & Head of Motor

CATASTROPHIC & COMPLEX INJURY

When there is a serious injury as a result of an incident, our highly skilled Large & Complex Injury lawyers will manage the case. We are one of the largest, most highly skilled teams in the market. The team numbers over 70 lawyers across eight offices, four jurisdictions, with many leading names in the market and over 600 years of experience in large loss between us! We handle cases which have been valued together at over £1bn and our top tier partners all have experience of handling claims with pleaded values of £20m+.

“In simple terms we deliver best in class outcomes in large loss claims, saving hundreds of millions of Pounds for our clients every year. Key to our success are our second to none relationships with leading claimant solicitor firms and individuals, counsel, and experts.”

- Simon Curtis, Partner & Head of Catastrophic & Complex Injury

CASUALTY

We act for insurers, re-insurers and self insureds across a broad range of industries from construction, heavy engineering, manufacturing ,chemical and offshore to the service sector, utilities, public sector, retail and distribution, haulage and sport and leisure. Our strategy has been to build up specialist teams covering all major fields as well as developing niche specialisms.

“Our focus is on driving the right outcome for our clients while keeping the cost of our service proportionate.”

- Richard Salvini, Partner & Head of Casualty

COSTS

For over 20 years, our Costs team have used their wealth of expertise to successfully support our clients with all the technical, strategic and commercial advice they need in every area of costs litigation. Our primary services include costs negotiation and mediation, and handling wasted costs/ third party costs applications and security for costs applications.

“We’re committed to providing a high-quality service to our clients, and our Costs department is no exception. We’re driven by an inclusive, diverse, flexible, performance-based culture where our people enjoy their work and are empowered to deliver exceptional results for our client.”

- Paul McCarthy, Partner & Head of Costs

INTELLIGENCE

As a team of highly skilled desktop investigators and researchers, we provide vital services to clients, fee-earning departments, and business lines across a range of industries. Using specialist tools and databases, we gather and analyse claim data, converting it into meaningful and understandable intelligence, providing key information related to our cases. We’re also able to deal with ad-hoc enquiries and requests throughout the lifecycle of a claim, providing our clients with the support they need when they need it.

“We take great pride in the work we do, and we’re always looking for talented individuals who share our passion for investigation and research.”

- Rick Preston, Partner & Head of Intelligence

HSE/PROSECUTIONS

Our HSE & prosecutions team has a broad range of experience in defending a variety of civil and criminal claims in this area –providing a consistent and expedient approach between the two. Our experience and joined-up approach avoids duplication of effort and achieves significant costs savings, often in excess of 50%. A single point of contact makes the process significantly easier for insurers and other stakeholders and with our full, 24/7 UK coverage we can provide an immediate response when needed.

“In disputed liability cases, involving our specialists can result in significant indemnity savings. Early involvement in criminal proceedings can further reduce spend by enabling early admissions of liability and early engagement with the claimant and their representatives.”

- Simon Curtis, Partner & Head of Catastrophic & Complex Injury

MARINE

Our insurance and reinsurance expertise and maritime background enables us to provide a pre-eminent service to all parts of the insurance community. We provide contentious and advisory services to company market insurers and reinsurers, in London and internationally, as well as international broking houses and intermediaries and captives.

“Our team is equipped with deep industry knowledge - committed to crafting innovative legal solutions, working with insurers, ports, harbours and P&I clubs.”

- Stefanie Johnston, Partner & Head of Marine

LONDON MARKETS

The London Market is a hugely important industry sector for HF and we have dedicated legal and operational experts with industry –leading knowledge forming our team providing legal, claims, technology and advisory services to this market. Our team has experienced legal experts, with a deep and insightful understanding of the varying issues that affect London market insurers, reinsurers and intermediaries and their clients.

“We are an authentic and diverse group of people who approach our services with integrity and a genuine commitment to put our clients at the centre of everything we do alongside our people and our sustainable and ethical business practices.”

- Jennette Newman, Partner & Head of London Markets

SPORT

Our Sports team provides support to a broad range of clients and our experts are on hand to support when serious incidents occur, including managing civil damages claims, regulatory investigations, criminal prosecutions, coroner’s inquests, commercial disputes and insurance coverage disputes. Our clients benefit from joined-up and pragmatic strategies as we centralise the management of each matter under one firm and one dedicated team.

“Embodying a shared passion for the dynamic world of sports, we bring decades of combined expertise to the intricate legal landscape of the sports sector, ensuring a comprehensive and streamlined approach.”

- Imogen Mitchell-Webb, Partner & Head of Sports

PRODUCT LIABILITY

Our product liability team has considerable experience of handling disputes involving personal injury and/or property damage caused by a product – whether defending claims or pursuing recoveries (and often both at the same time). This experience also extends to advising in respect of policy coverage issues, international claims, group actions, regulatory action/prosecutions and recalls.

AVIATION

Our dedicated team of Aviation specialists have extensive knowledge on a wide range of matters and are focused on advising on all the legal issues our clients face.

INNOVATIONS

The HF innovations team are reshaping the insurance industry with technology-driven solutions that enhance efficiency, reduce costs, and streamline complex processes for insurers. Our dedicated experts design and launch products that revolutionise the way insurers operate.

CYBER CONSULTANCY

HF's Cyber Practice helps organisations prepare for, respond to, and recover from cyber threats with confidence. our team combines subject matter expertise with real-world incident response experience.

We work alongside CISOs, General Counsel, compliance leaders, and boards to embed resilience throughout organisations.

PRODUCT LIABILITY

Our product liability team has considerable experience of handling disputes involving personal injury and/or property damage caused by a product – whether defending claims or pursuing recoveries (and often both at the same time). This experience also extends to advising in respect of policy coverage issues, international claims, group actions, regulatory action/prosecutions and recalls.

REGULATORY

Our team has over 100 years' combined experience at the sharp end of regulatory investigations. We act for insurers, corporates and senior personnel, across a wide range of sectors and disciplines including construction, defence, energy, financial services, food safety, maritime, retail and transport.

DISEASE CLAIMS

Based in our Southampton office, our disease team's extensive experience dates back to Middleton v Elliot Turbo Machinery CA [1990] and includes Concept 70 v Cape Intermediate Holdings [2017]. They handle the full range of disease claim types and values, with a strategic approach to resolution in high value cases and an effective process driven approach to lower value claims.

“HF HAS BEEN REALLY GOOD AT RECOGNISING MY SKILLS AND POTENTIAL AND WE’RE ALWAYS ENCOURAGED TO APPLY FOR NEW OPPORTUNITIES THAT WOULD HELP US PROGRESS WITHIN THE FIRM.

THE WORKING ATMOSPHERE IS PROFESSIONAL BUT FRIENDLY. TEAM LEADERS ARE SUPPORTIVE AND APPROACHABLE AND HARD WORK IS BOTH APPRECIATED AND REWARDED.”

- DAVID WINTER

SENIOR ASSOCIATE, INTEL OPERATIONS MANAGER



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THE WORK WE DO. SERVICES TO BUSINESSES

DISPUTE RESOLUTION

Commercial disputes are commonplace in commerce and industry. Our dispute resolution team has extensive experience in acting for FTSE 100 and Euro 250 Companies, as well as owner managed businesses.

We provide pragmatic, commercially focused advice, and build strong, long-lasting relationships with our clients, enabling us to understand their businesses and their needs.

COMMERCIAL DEBT RECOVERY

We provide debt recovery assistance across a wide variety of sectors, providing pre-litigation, litigation, and insolvency services. Essentially, if there is a debt, we will bring the weight of our skills and experience to bear on recovering it for your business – whether it’s from a company, sole trader, or consumer.

CONSTRUCTION & PROCUREMENT

Our specialist construction and procurement team work with contractors, employers, consultants and contracting bodies, guiding our clients through complex construction contracts, procurement processes and bidding to deliver successful projects, avoiding disputes and challenges.

Where disputes do arise, we manage the dispute resolution process, guiding our clients towards a commercially focused outcome across all areas of construction law.

RESTRUCTURING & INSOLVENCY

Our restructuring and insolvency team acts for insolvency practitioners, lenders, directors, companies, individuals, and creditors. Their goal is always to achieve the best outcome, whatever the scenario, by using their expertise to deal with issues in the most efficient and cost-effective way.

COMMERCIAL COSTS

Our approach to costs is focused from the outset on understanding and appreciating the strategic goals of each client. Then we’re able to give clear and concise advice on how to achieve the best possible outcome.

CORPORATE

Our Corporate Law Department is at the forefront of delivering comprehensive legal services which are designed to meet the diverse needs of businesses. We’ve worked with businesses ranging from start-ups to established FTSE 100 enterprises and understand that each business is unique. Our approach involves crafting tailored legal solutions that align with the goals and challenges specific to each client.

EMPLOYMENT

Our dedicated specialists provide a full suite of services tailored to meet the needs of employers and employees across all sectors. We redominantly act for businesses, but also act for senior executives requiring individual support, for example, when exiting the business.

REAL ESTATE

Our experienced real estate lawyers act for companies and individuals in relation to commercial and residential property. We often work with developers, occupiers, investors, lenders, and land owners in relation to all things real estate.

PORTS & HARBOURS

Ports play a crucial role in global trade, in developed, emerging and frontier markets and our team advises clients around the world including global port and terminal operators, shipping lines, oil & gas contractors, construction companies, underwriters and banks.

BEHIND THE SCENES...

PEOPLE

The People team plays a vital role in ensuring that our firm attracts and retains the best legal talent in the industry. We believe that our employees are our most valuable asset, and we are committed to providing them with the support they need to thrive.

Our HR department is also responsible for ensuring that our employees are well-supported and have the resources they need to succeed. We offer a range of benefits and programs to our employees, including professional development opportunities, flexible work arrangements, and competitive compensation and benefits packages.

IT

Our IT team is dedicated to providing reliable, efficient and innovative technology solutions to support the firm's legal professionals and business operations. We understand the importance of keeping our systems up-to-date and secure in today's rapidly evolving technological landscape.

Our team consists of experienced IT professionals who are committed to providing exceptional service and support to ensure the firm's technology needs are met. Whether it's implementing new software, troubleshooting technical issues, or managing our network infrastructure, we are committed to ensuring our firm is equipped with the best technology to serve our clients effectively.

LEGAL SUPPORT TEAM

The team is composed of highly skilled and dedicated professionals who provide invaluable assistance to our lawyers and clients. The legal industry is constantly evolving, and that's why we are committed to staying up-to-date with the latest trends to ensure that we are providing the best possible support to our colleagues and clients. Our team members possess excellent communication, organisational, and critical thinking skills, as well as a strong attention to detail. We take pride in our ability to work collaboratively, efficiently, and effectively to achieve optimal results for our clients.

RISK & ASSURANCE

Our Risk & Assurance department is responsible for driving our risk management strategies and corporate assurance framework across the firm's activities, including promoting a culture of compliance and risk awareness. This is done through managing four teams: Risk & Compliance, Quality Assurance, Data Quality Administrators, and Internal Audit.

BD, MARKETING & COMMS

These teams are responsible for the actions and processes which the firm needs to undertake in order to promote and publicise the work it does so as to gain new business. This includes responding to tenders, organising client events and utilising external comms channels. Our communications team primarily look after the PR (public relations), website, social media and internal communications across the organisation. BDM also work closely with the different service areas across the firm to create development plans, with the targets of maintaining and growing existing accounts as well as finding new ones in order to grow the business.

FINANCE

The Finance team is dedicated to providing exceptional financial management services to ensure the smooth operation of the firm. With a deep understanding of the complex financial landscape in the legal industry, we work diligently to support our attorneys and staff in delivering high-quality legal services to our clients.

Our expertise includes budgeting, forecasting, billing, and accounting, among other essential functions. We strive for accuracy, transparency, and efficiency in all our operations, and we take pride in our commitment to upholding the highest standards of professionalism and integrity.



“We’re a team of passionate and driven people on a mission to make a difference.

By investing in our people, promoting internal talent, and developing innovative solutions, we deliver exceptional legal services that exceed our clients’ expectations.”

LEVEL 3 PARALEGAL APPRENTICESHIP

HF offer an earn while you learn Paralegal Apprenticeship with our training provider BPP University. The two year course will prepare you for life as a Paralegal all whilst being paid above the National Apprenticeship salary.

This apprenticeship combines a hands-on approach with the academic knowledge required to be a successful Paralegal. Attention to detail, communication skills and managing pressure in a busy environment are key attributes that are part of this role as well as others in the legal industry. As an apprentice you will spend 4 days a week working at the firm and 1 day a week studying towards your formal legal qualifications at BPP. Throughout the apprenticeship you will have the opportunity to get some real hands-on experience, working on live files to develop your legal drafting skills, interpersonal skills and organisation skills.

IMPORTANT FACTS ABOUT THE LEVEL 3 APPRENTICESHIP

- 24 months
- Consists of 7 modules studies over 21 months
- Last 3 months completing Apprenticeship Assessment
- 20% of your working time you are given to study
- Qualification: Certificate of Higher Education (Law and Legal Practice)
- Develop transferable skills through on the job experience which is extremely attractive to employers

ENTRY REQUIREMENTS

A minimum of three A-Levels (96 UCAS points) and five GCSEs at grade C (or 4) or above, including English and mathematics or equivalent

APPLICATION DATES

February 2026 to start in September 2026

OVERVIEW OF STUDY

LEVEL 3

YEAR 1

- Introduction to ELS
- Legal research
- Contract
- Tort or Land Law

YEAR 2

- Introduction to commercial practice
- Public Law
- Professional practice skills

Support throughout your Apprenticeship

- **Dedicated Tutor and Coach with BPP**
- **In person and online workshops with BPP**
- **Online support tools with BPP**
- **Benefit from the support of an Apprenticeship co-hort, support from peer group to share ideas**
- **Careers coaching with experienced legal professional's**
- **A range of professional development workshops in areas such as personal branding to public speaking skills and everything in between**



“The main benefit of an apprenticeship has been in giving me practical, on the job experience at the same time as studying and achieving a qualification. I was able to gain invaluable insight from experienced lawyers, which wouldn’t have been possible via a solely academic route. It also meant that I earnt a wage and have no student debt. ”

- BETH JACKSON

SOLICITOR

“An apprenticeship is all about hands-on experience and none of it is possible without the support/guidance of your peers. I absolutely love the working culture at HF as I have received guidance/help from many people, including partners, including from locations which aren’t my designated office. ”

- SAMEER SINDHU

LEVEL 3 PARALEGAL APPRENTICE

“I would definitely recommend an apprenticeship as a route into a career in law. It allows you to combine study and work and gives you a lot of flexibility while being able to apply your new knowledge as you go. The support given to me by the university and by HF is also a big part of why it has suited me so well. Plus, there’s an apprenticeship available for whatever stage of your law career you’re at, making it a potential solution for everyone.”

- OSIAN EVANS

GRADUATE SOLICITOR APPRENTICE



HF BENEFITS

PEOPLE. NOT JUST LAWYERS

For over 50 years we've been dedicated to nurturing talent, recognising results and rewarding high performance. We've run apprenticeships since 2015 and have a proven track record of producing great lawyers from this scheme. Now, as we enter a period of rapid growth, we're looking for the next generation of hardworking, passionate, and ambitious people to join us in a wide range of legal and support roles.

FLEXIBLE WORKING

Striking a good work/life balance is a priority for us, which is why we offer a range of flexible working options including flexible start times, to help juggle personal as well as work life commitments.

TRAINING & DEVELOPMENT

Joining us gives everyone access to our market-leading training and development programmes including our apprentice scheme and supporting personal development through qualifications, eg NVQs in Business Administration and Team leading.

TRADITIONAL AND NON-TRADITIONAL BACKGROUNDS

At HF we believe in nurturing young talent in a way that works for them and we welcome people into an exciting career in legal services regardless of their background.

Whether our people come from traditional or non-traditional routes, there's huge opportunity for progression at every level. We believe in investing in and promoting our home-grown talent and the proof is clearly visible with several of our senior leadership team coming from a non-traditional route.

BENEFITS

- 25 days holiday rising to 30 days through service
- Health assessment
- Health cash plan (fully funded for apprentices)
- Employee assistance programme
- Life assurance
- Bike to work scheme
- Interest free travel season ticket loan
- Free parking for junior staff, subsidised by HF
- Buy extra holidays
- All employee share scheme
- Discounted gym membership
- Technology subscription vouchers
- Tax efficient charitable giving
- Credit union savings account
- State of the art offices, nationwide
- Paid day a year to complete volunteering/charity work in the local community
- Firmwide and team level social events
- Hybrid working
- Flexible working hours



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GET IN TOUCH

To apply for the Level 3 Paralegal Apprenticeship, please follow the link below.

If you have any further questions please contact recruitment@h-f.co.uk.

VIEW VACANCIES

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