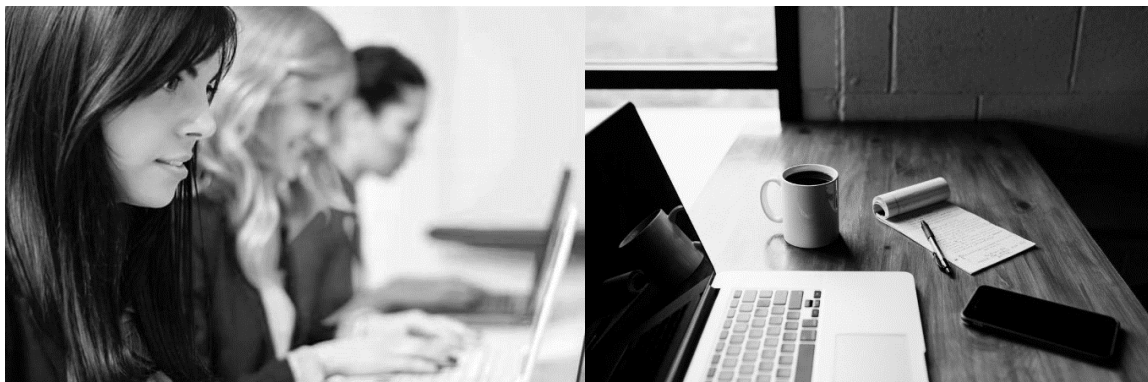


# FOUNDATION FOR SUPPORT STAFF

## Live Online Classroom



This introductory training is aimed at those staff who are not directly involved with investments, allowing them to:

- Become familiar with vocabulary specific to the private equity and venture capital industry.
- Identify the different stages in private equity investments and understand their implications in terms of administrative support
- Perform more efficiently thanks to a better understanding of the private equity context

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" The course explains all the different stages and aspects of PE in a  
"simple" way, allowing the participants to engage via the group work."  
2020 Course Alumni

## LEADING SPEAKER



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**Claire Wilkinson** is a respected trainer based on a long-standing private equity and venture capital experience. She served as co-chair of Invest Europe's Responsible Investment Working Group and was a member of Invest Europe's Professional Standards Committee. Whilst serving on the Professional Standards Committee, Claire ran the working group that masterminded the new version of the Invest Europe Handbook. She founded and runs the Private Equity Lawyers Forum developing good governance and training for lawyers in the sector. Claire also sat on the BVCA Responsible Investment Advisory Board.

Claire is General Counsel & Chief Compliance Officer at **Payden & Rygel Global, Ltd.** Prior to this, she was Head of Legal and Compliance at GMO Ltd. Until 2013, she was General Counsel at MVision. Before joining MVision, Claire was General Counsel at Omega Fund Management Limited, performing secondary direct transactions in life sciences. Previously Claire was General Counsel at Abingworth LLP and in-house lawyer at IK Investment Partners. In her spare time, Claire runs a networking group that raises money for entrepreneurial charities, specifically those which help women back into the work place after events such as domestic violence, imprisonment, drug rehabilitation and illness.

## PROGRAMME

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### Thursday, 25 November

13.00 - 13.30 CET	Introduction of the speaker & participants
13.30 - 14.30 CET	What is PE and who are the key players?
14.30 - 14.40 CET	BREAK
14.40 - 15.30 CET	Building a partnership: creation of a fund management company
15.30 - 15.40 CET	BREAK
15.40 - 16.30 CET	Building a portfolio: due diligence and portfolio constitution

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### Friday, 26 November

09:00 - 09:50 CET	Building a company: managing growth of portfolio companies & exits
09:50 - 10:00 CET	BREAK
10.00 - 10.50 CET	Building a future: exits
10:50 - 11:00 CET	BREAK
11:00 - 12:00 CET	Fundraising & fund structuring; responsible investment.

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“The interactive nature of the training and the group work really helped with understanding all the key points!”  
2020 Course Alumni

## RECOMMENDED READING

[Invest Europe Handbook of Professional Standards 2018](#)

## COURSE PREREQUISITES

We highly recommend that all attendees of the Foundation for Support Staff Live Online Classroom training attend our on-demand e-learning [Introduction to Private Equity](#) covering the essential industry definitions and relationships that learners will need to know to be able to participate effectively in the discussions of our live online classroom training.

## REGISTRATION

Invest Europe member price: €720  
Non-member price: €1030

For more information and to register for the course, just contact Elena Vasileva at [training@investeurope.eu](mailto:training@investeurope.eu).