

# CAREERS AND CLERKSHIPS GUIDE 2020

YOUR COMPREHENSIVE GUIDE TO LEGAL  
CAREER-READINESS

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Annie Yuan

The AULSS would like to acknowledge that the land of the University of Adelaide and the Adelaide Law School is the traditional lands for the Kurna people. We respect their spiritual relationship with their Country and acknowledge the Kurna people as the traditional custodians of the Adelaide region.

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# DEAN'S WELCOME

It gives me great pleasure to welcome you to the 2020 Careers Guide. This year of course, the Guide is being prepared in times of significant uncertainty and challenge in the context of COVID-19.

In its almost 150-year history, the Adelaide Law School has established a fine tradition of excellence in its graduates. For inspiring careers in the law, we only need to look at the outstanding contributions our former students have made, and continue to make, to their local, national and international communities. The Adelaide Law School has produced many noteworthy individuals including numerous judges and legal practitioners in South Australia and elsewhere; Federal and State politicians; academics with respected international reputations; and many others who are leaders in both the legal profession and the wider community. Of course, many have chosen to pursue diverse careers outside of the law, in business, the arts and media and community service.

Now, as always, the Adelaide Law School aspires to produce graduates who have a dedication to excellence in the learning and practice of law, a deep understanding of the importance of ethics and professionalism, a commitment to the rule of law as the foundation of a just society and an awareness of the international context of the practice and profession. As part of the undergraduate law program, students do not simply 'learn the law' as if it were a fixed body of knowledge to be absorbed. Rather they seek to gain a deep understanding of the fundamental principles of the law and begin to develop and to practice the skills – thinking, critical analysis, research, writing, mooting, and more – which will provide the foundation for the life-long learning that a career in law entails. These attributes and qualities will be needed more than ever as we emerge from the challenges of social and economic isolation.

I encourage you to think about the full array of talents and skills that you have developed during your time at the Adelaide Law School. These are qualities that will be needed for success, whichever career pathway you may choose.

Whilst many students will follow the traditional path of admission to legal practice as barristers and solicitors, others will choose to work in business, government, not-for-profit or other non-government organisations. The range of career possibilities is really only limited by your imagination and courage. This Careers Guide provides a wealth of information regarding a diversity of options. I congratulate the Adelaide University Law Students' Society for the very professional approach taken in the preparation of this Careers Guide.

**Professor Melissa de Zwart**

Dean of Law, Adelaide Law School



# EDITOR'S FOREWORD

I am very excited to welcome you all to the 2020 Careers and Clerkships Guide!



Now is a time of uncertainty for student and graduate jobseekers. In light of COVID-19, this Guide strives to clarify the state of clerkship and graduate programs and help students to build their careers despite the ambiguity. Therefore, we asked many firms how COVID-19 will affect their clerkship and graduate programs; you will find their responses in the Firm Profiles section of the Guide. The Guide also contains tips for your inevitable video interviews, and other strategies to help you navigate an online clerkship season.

This year the AULSS decided to combine the annual Careers Guide and Clerkships Guide into one publication for the first time. This decision has allowed us to release the Guide earlier in the semester, giving students more time to prepare for clerkships before exam season begins. Furthermore, by combining the publications into one comprehensive Guide we have been able to provide information on a broader scope of career pathways than ever before. Within this Guide you will find information about the clerkship process and some of the many the firms who offer clerkship opportunities. The GDLP as well as legal and non-legal career pathways are explored in depth. While the dynamic nature of the job market may seem challenging initially, it also provides students with a vast array of opportunities in legal and alternate fields. There is no limit to the career potential of our student members.

I wish to express my appreciation to all of the contributors who provided content in the Guide. Thank you to our sponsors who have helped to make this Guide, along with many other activities of the AULSS, possible. Finally, I want to express my gratitude to the members of the Careers and Sponsorship Portfolio, the AULSS Executive and the Committee for their efforts in producing this Guide. It would not be possible without them.

I hope this Guide can be of assistance in developing your career, whether you chose to pursue law, or follow another career path.

**Isabelle Blacketer**

Director of Careers and Sponsorship

# GLOSSARY

## Terms Describing Lawyers

**Lawyer** a general term used to refer to both solicitors and barristers in Australia.

**Solicitor** a lawyer who works directly with clients on advisory, transactional or dispute matters. Solicitors can appear in court for small hearings; however, they usually instruct a barrister to represent the client in court on their behalf. Solicitors often specialise in a specific area of law, e.g. property law.

**Barrister** a lawyer who spends most of their time in court, or preparing for court. Barristers usually do not interact with clients as much as solicitors. Barristers usually work in chambers.

**Litigator** commonly refers to a lawyer who specialises in litigation (disputes). This may be used to describe a solicitor or a barrister.

**Counsel** a word for barrister which is commonly used in court and on court documents. Special Counsel (SC) and Queens Counsel (QC) are titles used to demonstrate excellency in this field.

**Conveyancer** a person qualified to transfer property titles from one person to another. Many conveyancers are also solicitors, but a law degree is not required to be a conveyancer.

## Terms Describing Law Firms

**Top-tier** commonly refers to the largest firms in Australia, including Ashurst, Allens Linklaters, Clayton Utz, Herbert Smith Freehills, King & Wood Mallesons and Minter Ellison.

**Upper mid-tier** commonly refers to Corrs Chambers Westgarth and Gilbert + Tobin.

**Mid-tier** commonly refers to large, commercial firms outside of the 'top-tier' firms.

**Boutique** refers to firms that specialise in a few areas of law.

**Big Six** commonly refers to the top-tier firms.

**Big Eight** commonly refers to the Big Six, with the addition of Corrs Chambers Westgarth and Gilbert + Tobin.

**Global** refers to firms which have offices globally. As a consequence, their work and internal management are influenced by their global leadership team.

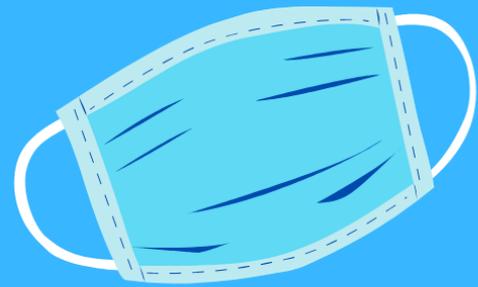
**Independent** commonly refers to firms which have their decision-making and financial centre based in Australia.

**International** refers to firms based in other countries with Australian offices. While their Australian presence can vary in size, these firms often have a very significant presence internationally.

**Magic Circle** refers to the largest firms based in the United Kingdom including Allen & Overy, Clifford Chance, Freshfields Bruckhaus Deringer, Linklaters and Slaughter and May. Large firms outside of the Magic Circle may be referred to as 'Silver Circle' firms.

**Red Circle** refers to the leading law firms in China.

# How coronavirus is impacting clerkships and grad opportunities



**We know that this is an uncertain time for all students**

To help you get some answers about the future we've asked more than 20 law firms how coronavirus will affect their clerkships and graduate programs.

You'll find their responses in the [Firm Profiles](#) section of the Guide (page 29).

# Things that you can do to benefit your career during social distancing:

- **It's okay to do nothing.** There is no need to add extra pressure to get career ready if you are feeling overwhelmed! Take the time you need to look after yourself first.
- **Prepare for video interviews.** Its likely that many firms will conduct video interviews this year. You can prepare for potential questions and record yourself answering questions so that you can analyse your responses. Get your bedroom or home office ready for a professional interview.
- **Build technical skills.** Consider improving the skills that you'll need as a clerk or graduate. Why not work on your legal research skills or become an excel whiz?
- **Look for volunteer experience.** Community legal centers and other volunteer organisations will still need plenty of volunteer assistance. Call or email to see if there is any way that you can help out.
- **Remember that all law students are facing the same uncertainty.** Look out for one another during this time and ask for help if you need.

**UNIVERSITY MENTAL HEALTH SERVICES:** [adelaide.edu.au/counselling/](http://adelaide.edu.au/counselling/) or call 1300 167 654 or SMS 0488 884 197

**LIFELINE:** 13 11 14 or visit [lifeline.org.au](http://lifeline.org.au)

**BEYOND BLUE:** 1300 22 4636 or visit [coronavirus.beyondblue.org.au](http://coronavirus.beyondblue.org.au)

**LATEST HEALTH UPDATES:** [health.gov.au](http://health.gov.au) or [sahealth.sa.gov.au](http://sahealth.sa.gov.au)



FROM  
STUDENT  
TO LAWYER:  
AN OVERVIEW

## Start your Bachelor of Laws Degree

- Do not be afraid to make mistakes but learn from them.
- Engage in law competitions and volunteering.
- Contact firms for work experience, apply for most clerkship and internship opportunities in your penultimate and final year.
- Gain a wealth of knowledge or experience in a range of areas, from travel to sports.



No. 1

## Complete Bachelor of Laws Degree

- Engage with your contacts in the law profession, to start gaining more experience or better yet, land a law job.
- Contact other professions if interested.



No. 2

## Complete GDLP

- Continue to become a multifaceted individual by participating in a range of activities, from charity to sports. Employers favour those with a life outside the profession.
- If you are not interested in a career in law, you can simply start job hunting without the GDLP.



No. 3

## Apply for Supreme Court Admission

- During this process, your personal development will shine as the Board of Examiners look beyond your grades, and love to see personality and life experience.



No. 4

## Apply for a Practising Certificate and Indemnity Insurance

- It is important to note that indemnity insurance is not compulsory, however, it does provide peace of mind when in a competitive profession.



No. 5

## You have made it to the legal profession!

- You are now eligible to practice as a solicitor or barrister!



Icons from *Flaticon*

# KEY OPPORTUNITIES BY YEAR LEVEL

There are a lot of opportunities for law students but it can be confusing to know what they are and when you are eligible for them. To help, we've broken down key academic, competition, employment and volunteer opportunities by year level. By following these recommendations, you can maximise your legal experience.\*

## FIRST YEAR

*Although you may not have much legal knowledge yet, there are still lots of important opportunities to take advantage of during your first year.*

### Academic

The academic workload is lightest in first year; therefore, this is a good time to build a strong GPA. The highest achieving student in every law subject receives an academic prize which is recorded on your transcript. High performing students are also given opportunities to be PASS Leaders.

### Competitions

The First Year Moot, the Client Interviewing Competition, and the Negotiations Competition are a great fit for first years. Alternatively, consider volunteering as a client or witness in competitions to see the competition firsthand and gain experience.

### Employment

Consider calling or emailing firms to ask for work experience or to assist with administration and filing. Boutique and smaller firms are more likely to offer work experience to first years.

### Volunteer

First years are a good fit for the Roma Mitchell Community Legal Centre, the Southern Community Justice Centre and the Uniting Communities Law Centre. For more information, check out the Volunteer Handbook.

## SECOND AND THIRD YEARS (PRE-PENULTIMATE)

*Now that you have an understanding of basic commercial law and some legal experience, you can continue to build on your experience from first year and develop your resume.*

### Academic

Students in these years have space for some electives, as well as study tours and exchanges. These are great opportunities and can distinguish you from other students. High performing students may even be asked to assist professors as research assistants or offered roles as PASS Leaders.

### Competitions

All AULSS competitions (excluding First Year Moot) are suitable for students in these years. Students with successful mooted experience may apply for prestigious national competitions such as the Manfred Lachs Space Law Moot, the Jessup International Law Moot, the Harry Gibbs Constitutional Law Moot, the Chartered Institute of Arbitrators Moot Competition or the Fletcher International Insolvency Law Moot. Law firms also run competitions: e.g. Baker McKenzie Women's Moot. However, the standard for these competitions is very high, and students in later years with more extensive mooted experience have a better chance of being selected to compete, and of winning these competitions.

### Employment

Keep an eye out for clerk or intern roles at boutique, small and medium sized firms. Consider calling or emailing these firms to ask for work experience or to assist with administration and filing.

Some large organisations also have one day programs for students in these years which allow you to position yourself for a clerkship or internship in your penultimate year, (e.g. the Lipman Karas 'A Day at LK Program', 'KPMG Foundations Program', 'EY Career Compass Program', 'Deloitte Insider Program', 'PWC Insight Academy' etc.)

### Volunteer

Students in second and third years are suitable to volunteer with Connections Mentor Volunteer, at the Roma Mitchell Community Legal Centre, the Southern Community Justice Centre, the Telephone Support Community Justice Volunteer, the Uniting Communities Law Centre, WestSide Lawyers and the Women's Legal Service. For more information, check out the Volunteer Handbook.

## FOURTH YEAR (PENULTIMATE)

*This is the key year to apply for clerkships and internships.*

### Academic

Students in these years now have space for many electives. Consider practical placements such as the Entrepreneur and Venture Advice Clinic (EVAC) or the Clinical Legal Education Program (CLE) as well as study tours and exchanges. High performing students may be asked to assist professors as research assistants or offered roles as PASS Leaders.

### Competitions

All AULSS competitions (other than First Year Moot) are suitable for fourth years. Students with successful mooted experience may apply for prestigious national competitions such as the Manfred Lachs Space Law Moot, the Jessup International Law Moot, the Harry Gibbs Constitutional Law Moot, the Chartered Institute of Arbitrators Moot Competition or the Fletcher International Insolvency Law Moot. Law firms also run competitions. e.g. Baker McKenzie Women's Moot.

### Employment

Students in penultimate year are now eligible for the clerkship schemes at medium and large firms, as well as for internships with Government and other businesses. Try to take on as many clerkships and internships this year as you can! Some clerkships and internships are full time for four to six weeks, while others are one to two days a week for an entire year.

### Volunteer

Penultimate students are eligible to volunteer at the Aboriginal Legal Rights Movement, Connections Mentor Volunteer, the Consumer Credit Law Centre, the Environmental Defenders Office SA, JusticeNet, the Roma Mitchell Community Legal Centre, the Southern Community Justice Centre, the Telephone Support Community Justice Volunteer, the Uniting Communities Law Centre, WestSide Lawyers, the Women's Legal Service and the Young Workers Legal Service. For more information, check out the Volunteer Handbook.

## FINAL YEAR

*Final year is a good time to continue clerking or interning and lock in a graduate offer.*

### Academic

This is when honours students complete their dissertation. Honours is optional, and requires a GPA of 6.0 or higher at the end of penultimate year. Honours is a prerequisite for some post-graduate degrees. Students in these years now have space for many electives. Consider prestigious subjects such as Law Review and Law Reform. Practical placements such as EVAC and CLE are also available. High performing students may be asked to assist professors as research assistants or offered roles as PASS Leaders.

### Competitions

All AULSS competitions are suitable for final year students. Prestigious national competitions such as the Manfred Lachs Space Law Moot, the Jessup International Law Moot, the Harry Gibbs Constitutional Law Moot, the Chartered Institute of Arbitrators Moot Competition or the Fletcher International Insolvency Law Moot are also available. Law firms also run competitions: e.g. Baker McKenzie Women's Moot.

### Employment

Students in final year are eligible for many clerkship and internship schemes. Some students may return as a clerk for a second time with the firm that they previously clerked with during their penultimate year. Firms and businesses may offer you an ongoing casual role which can lead to a graduate offer.

### Volunteer

Final year students are eligible to volunteer at the Aboriginal Legal Rights Movement, Connections Mentor Volunteer, the Consumer Credit Law Centre, the Environmental Defenders Office SA, JusticeNet, the Roma Mitchell Community Legal Centre, the Southern Community Justice Centre, the Telephone Support Community Justice Volunteer, the Uniting Communities Law Centre, WestSide Lawyers, the Women's Legal Service and the Young Workers Legal Service. For more information, check out the Volunteer Handbook.

**\*Eligibility and suitability are devised from previous student's experience and advice as well as publicly available information. This information is advisory and should not be considered a firm guideline as to your experience or eligibility for opportunities.**

# HOW CAN I FIND OPPORTUNITIES?

Once you have an idea of the areas you may be interested in, the question becomes how to find opportunities that suit you. There are many ways to go about this:

**Discuss potential opportunities with people who work in areas you might be interested in.** If you do not know anyone in the field, you can always try to reach out to people you do not know. While 'cold calling' is intimidating, most people will be very willing to help out interested students. Make the most of every networking opportunity. Students with clerkship experience may have contacts within firms, or insights about applying that can be helpful to students in earlier years. Don't be afraid to ask them for a coffee to learn more!

**Build skills and work experience relevant to your area of interest.** A number of firms will be happy for interested students to spend a few weeks gaining work experience if they are interested. However, if that is unavailable, keep an eye out for volunteer positions which may overlap with your area of interest.

**Keep an eye on job sites to see if there are any positions in your field of interest that you may be able to apply for.** There are a number of different job listing websites. You may wish to consider visiting the following if you are currently searching for jobs:

- Indeed [au.indeed.com](http://au.indeed.com)
- Seek [www.seek.com.au](http://www.seek.com.au)
- CareerOne [www.careerone.com.au](http://www.careerone.com.au)
- Australian Government Jobs [www.apsjobs.gov.au/s/](http://www.apsjobs.gov.au/s/)
- I Work for SA [iworkfor.sa.gov.au](http://iworkfor.sa.gov.au)
- EthicalJobs.com.au [www.ethicaljobs.com.au](http://www.ethicaljobs.com.au)
- CareerHub [careerhub.adelaide.edu.au](http://careerhub.adelaide.edu.au)
- InsideSherpa [www.insidesherpa.com](http://www.insidesherpa.com)
- LinkedIn [www.linkedin.com](http://www.linkedin.com)
- College of Law Jobs [jobs.collaw.com](http://jobs.collaw.com)

Most of these websites allow you to set email alerts for jobs with certain keywords, such as 'clerk', 'intern' 'junior lawyer' or 'Adelaide'.

Additionally, the AULSS regularly posts and maintains a list of available job, internship and clerkship opportunities on the College of Law Job Opportunities Board on our website. For more information, visit our website at:

<http://www.aulss.org/careersponsorship/current-job-opportunities/>

# CAREER SERVICES

Kick-start your career by knowing where to find the information you need to stand out and get ahead. Career Services at the University of Adelaide are here for you. The team has a range of resources and support services available to assist students at any year level and any degree, even up to 12 months after graduation.

## TOP TIPS FOR LAW STUDENTS

**Network and build connections:** Get out there and network, meet new people, attend professional and virtual events, find a mentor and start working on your connections. LinkedIn is a great place to start.

**Diversify your experience:** Try new things. Find exciting and interesting projects to work on, support causes you are passionate about and build a diverse portfolio of experience

**Get involved:** Join a student society, club or team to build leadership, negotiation and more skills in social settings. Volunteer your time. Use any spare time to connect with professionals from all around the world with virtual professional development sessions and take every opportunity to learn from others.

**Be organised:** Start thinking about what you want to be known for, what you hope your resume will include and what you will be most proud of when you complete your degree. Then be targeted about ticking off those goals. Reach out to Career Services if you are needing help to set career goals.

**Go easy on yourself:** Give yourself a break when you are feeling stressed, unsure or needing some time out. Planning for your career or life after uni can be tough so make use of the services available at University when you need a hand.

**Stay updated:** Make use of CareerHub for all careers info, events, workshops, opportunities, resources and more.

[ua.edu.au/careerhub](https://ua.edu.au/careerhub)



THE UNIVERSITY  
of ADELAIDE

CLERKSHIPS

# OVERVIEW

## What is a clerkship?

A clerkship is a short-term placement with a law firm. It will generally run for between 3 – 8 weeks during a university break, especially during the summer or winter holidays. Generally, law clerks will assist with the work of solicitors in the firm and may have opportunities to engage in structured or on-the-job training. Ultimately, the nature of every clerkship depends on the firm and the experience can vary substantially between firms.

**Clerkships are key work experience for law students wanting to work in private practice, and are one of the best ways to secure a graduate offer.**

Clerkships can also help you:

- **Figure out where you would like to work** – one of the best ways to determine what area of law, what type of law firm and what culture suits you (or even if you would like to pursue a career practising law) is simply to get the first-hand experience in the industry.
- **Develop valuable practical skills** – in your clerkship, you will be able to get hands-on experience doing legal work alongside practising lawyers. The skills you learn will be valuable both in the legal industry and any other professional jobs.
- **Build your network** – by meeting other lawyers and clerks, a clerkship opens the door to meeting a range of people who will be able to provide both helpful guidance and support throughout your clerkship and career.

## Which firms offer clerkships?

Most commercial firms offer a clerkship program. A list of firms offering clerkships in 2020 can be found in the Firm Directory.

Firms can be classified by size, type of work and the countries in which they operate. A list of terms commonly used to classify firms can be found in the Glossary. Importantly, firms are not better or worse depending on their classification. Firms of all types offer great opportunities and have relationships with significant clients. The classifications simply may assist you in thinking about the type of firm that you think you might be suited to. Uncertainty about your preferred legal field should not dissuade you from applying to firms of all categories. You might also be surprised by what you learn, the people you will meet, and the array of opportunities that can present themselves once you have a foot in the door. The application process itself enables you to learn a lot about different types of firms and their objectives, so go into it with an open mind!

## How many firms should I apply to?

It is well-known that the clerkship application process is incredibly competitive. With an ever-increasing amount of law students, it is common for firms to receive many hundreds of applications.

However, it is important to keep the following in mind when starting clerkship application season:

- Do not let the competitive nature of clerkships deter you from applying. Firms look for a wide range of qualities in candidates – just put your best application forward and the results might just surprise you.
- There is value in the process of applying, regardless of the outcome - After all, learning to be resilient is part of the preparation for a career in law.
- *Applications are essentially a numbers game – to increase your chances, it is helpful to apply to a wide range of firms*

The number of firms you should apply for will vary depending on your priorities and time constraints. *It is not uncommon for candidates to apply for as few as 3 or as many as 15 firms.* While your chances of getting a clerkship will increase by applying to a wide variety of firms, applications take a significant amount of time and effort. If you are pressed for time, focus on writing good applications for the firms you are most interested in. Afterwards, spend some time creating a solid template resume and cover letter that can be readily customised.

### Should I apply interstate?

While there are a number of firms in Adelaide that offer excellent clerkship opportunities, many students also consider applying to interstate firms. If you are interested in moving to a different city after university, it is helpful to get your foot in the door by clerking at an interstate firm.

Clerking interstate will also give you the opportunity to work with different kinds of firms and clients. Some firms from the Eastern States will be larger and frequently deal with high-profile transactions or practice areas that are present but less common in Adelaide. Additionally, there are a greater number of specialised firms interstate that offer clerkships which may suit your specific interests. While obtaining a clerk position interstate is competitive, there are a large number of positions on offer so it is definitely worth considering.

### Which state should I apply to?

Generally, you should apply to the city in which you would most like to start your career as a graduate. This is because if you are successful in your clerkship, you may be offered a graduate role in the office in which you have clerked. However, if you are undecided you may wish to consider the following:

- **The strengths of the firms in particular cities.** The types of work differ between states, offices and firms. If you have a particular practice area in mind, you may wish to look at applying to the offices which you think do interesting work.
- **The structure of the clerkship.** Clerkships in Melbourne, Perth and Brisbane are generally between 3 weeks to one month, with students completing up to three in a cycle (November/ December, January/February and June/July). Clerkships in Sydney are 8-10 weeks over summer, and most students will only complete one. Because Sydney takes in fewer clerks for a longer time period, clerks have a higher chance of being offered a graduate role than in other cities.
- **The total number of clerks taken in each city.** Firms in Melbourne will generally take the most clerks, followed by Sydney, then Brisbane and Perth

# THE APPLICATION

## Understanding the Application

It can be difficult to understand the range of career options that are available, let alone get a sense of what opportunities may interest you. While it is by no means expected that you will be certain of your long-term career goals at university, developing an idea of the kind of career paths you find interesting will allow you to know what elective subjects, jobs, extra-curricular activities or other opportunities you should look into.

**Do Your Research.** In particular, know what the firm does, what it values, and what it looks for in employees. This will help you understand if you want to do the job, and tailor your application to the firm. This information can often be found on the website of the firm.

**Job Requirements.** Consider what the job requires. What sorts of skills are they looking for? What previous experiences do you have that would be relevant to the job? This allows you to understand if you are interested in the job, and tailor the experiences and skills you can use to write your resume and cover letter.

**Consider the Application Criteria.** Be aware of the applicant criteria. It is important to respect what firms put down as criteria for their applicants, and that wildly deviating from the listed criteria will be a waste of your time and theirs. However, also be aware that it is important not to be deterred from a great opportunity because you do not exactly match the criteria. While this is a tough line to draw, a good rule of thumb is that slight variations are fine (e.g. a Law/Finance student applying for a general position which lists Law/Commerce, a second-year student applying for a position for student 'halfway through their law degree'). However, if the requirement is listed as essential or you simply do not fit within in (e.g. where the advertisement lists a specific year level, or specialised knowledge) it may be worth calling to ask if you are eligible.

**Know What You Are Looking For.** Understand the job specifications and if you have the capacity to satisfy them. You may be able to negotiate the days required by a day or so, but if you only have one day spare for a full time position it may be worth calling the employer to see if they are willing to accommodate you.

**Be Organised.** Keep the due date in mind and, if possible, start drafting early. This gives you plenty of time to hand in the best application possible, with enough time to proofread a second time to weed out those embarrassing typos. Also pay close attention to what exactly is required in the application as some may require additional information, such as an academic transcript or writing sample.

## Writing a Resume

A resume, or curriculum vitae (CV), is a document summarising your experiences, skills and education that might contribute to your ability to perform a job you are applying for. A resume will be required for most if not all job applications. The purpose of a resume is to demonstrate if you have the skills necessary to be considered further for the position and to give the employer an idea of your experience and interest. [To help you with this process, we've included a sample resume in the appendix.](#)

A resume is often broken up into discrete sections. Some titles include:

- **Education**
  - High school and university are relevant. You can include any exchanges or study tours.
- **Academic Achievements**
- **Work and Other Experience**
- **Volunteering/Social Justice**
- **Extra-curricular Accomplishments**
  - Including your other interests and achievements is a good way to show your personality and make yourself stand out. Don't be afraid to include hobbies or sporting/musical achievements.

Your resume should be clear, easy to follow and prioritise your most relevant experience. Typically, information is presented in reverse chronological order with key sections, such as education and work experience, presented on the first page. The University of Adelaide Careers Service has a wide variety of services and resources available for students throughout the job recruitment process. For more information, visit their website at: [www.adelaide.edu.au/student/careers](http://www.adelaide.edu.au/student/careers).

### ON AVERAGE, RECRUITERS WILL ONLY LOOK AT YOUR RESUME FOR 7.4 SECONDS. SO HOW DO YOU MAKE IT STAND OUT?

#### DO'S

- *Keep your resume between 1-2 pages.* If another length is specified, comply with it.
- Headings direct the eye to your achievements. Use clear, consistent and professional formatting. This typically means only one font.
- Proofread your resume thoroughly! Spelling or grammatical errors make a bad first impression. If you can, get someone else to look over your resume.
- Describe your roles specifically rather than just stating 'my duties included...' Mentioning specific noteworthy tasks will make you stand out and give talking points for a potential interview!

#### DON'TS

- Include headshots. This is not standard practice in the Australian legal profession.
- Forget to fill in your experience and achievements on the application separately. Some firm's application software will require you to input this information into the system separately from your uploaded resume. While this can be time-consuming, be sure to fill this out in full.
- Worry about including referees. Referees are generally not expected unless the application specifically requests them.
- Include any spelling or grammatical errors!

## Writing a Cover Letter

A cover letter is a one-page document which aims to highlight why you are qualified for, interested in and suitable for the position to which you are applying. A cover letter generally contains the following:

- An introduction, including an outline of your background and studies;
- A description of what you are interested in and what you are looking for in a career;
- An explanation of why this particular job would be ideal for you;
- An outline of what skills you can bring to the company and why you are suited for the position;
- A conclusion; and
- Your contact information.

**Generally, cover letters should not be longer than a page.**

To help you with this process, we've included a sample cover letter in the appendix. To get started on writing your cover letter, consider the requirements in the job advertisement in depth. Research is the key to writing an effective cover letter. Ways in which you can go about researching the firm are:

- Talking to people that work at the firm, for example, people you know personally or by talking to the firm's employees at careers fairs or career events. If you are feeling confident, you can even reach out to employees that you don't know on LinkedIn for a chat.
- Looking at the firm's website, paying particular attention to the 'About Us', 'Careers' or 'Publications' pages.
- Reading through news sources specific to the legal industry to gain an understanding of the types of matters the firm has worked on.

Once you have researched the firm, it can be difficult to translate your understanding of the

firm's strengths, goals and values into an effective cover letter. It is useful to first consider your interests and motivation for working in the legal industry. Once you have read through the available resources, think about what stands out about working for the firm in particular. Does the firm have a strong pro-bono program? Are they implementing technology in a way you find interesting? What are their areas of market expertise, and does it correspond with an area that you are interested in? Did one of the cultural values resonate with you? If you are stuck, some firms have testimonials from their employees that may provide some inspiration.

Referencing specific deals or matters may be a way of demonstrating an appreciation for the work that the firm does but be prepared to be asked about what you have referenced in the interview. Also keep in mind that if you reference a specific person in your application, recruiters are likely to ask them about you as a candidate. It is wise to ask the person you intend to reference prior to including them in your application. Otherwise speak about people you have met from the firm in general terms (for example, 'I have met members of your firm at networking events on campus').

### Quick Tips

- Use your cover letter to explain why you want to work at the firm and what skills you have which make you suitable for the position.
- Research the firm via their website and getting in contact with people that work there.
- Check out the sample cover letter in the appendix!

Be aware that recruiters will sometimes read hundreds of cover letters, therefore be sure to customise your cover letter to include why you want to work at that firm in particular.

## Academic Transcript

Most firms will request an academic transcript. Generally, an official transcript is preferred. You can order an official academic transcript from the University of Adelaide's online shop for a fee. Delivery of printed transcripts can take a few days but can be expedited for an additional fee. Some applications will also require you to input your individual marks into an online portal.

You may be asked for your:

- **Grade Point Average (GPA).** This scale of marks used in most applications and may be up to a maximum of 7. Your GPA can be found on your academic transcript. For double degree students, the application should specify if they are requesting your combined GPA or your law GPA. If it does not, be sure to specify on your application.
- **Weighted Average Mark (WAM).** A weighted average mark is essentially the average mark out of a maximum of 100 in each subject, adjusted for the number of units per subject.

### How much does GPA matter?

Firms will not hire candidates solely on the basis of a strong GPA, other experience is also required to make you an attractive candidate. However, some firms do have a non-official 'GPA threshold'. As some firms receive hundreds or thousands of applications this is a good way to eliminate candidates. Many firms will consider any applicant with a GPA of 5.0 or higher.

## Psychometric Testing

Increasingly, firms are choosing to use online testing as part of their application process. These tests will generally be automatically emailed to candidates after they have submitted their applications.

Testing is particularly common for the larger firms who receive many applications. Types of testing that may be used are:

- **Personality testing.** These tests will ask you a series of question in order to identify your personality traits.
- **Skills-based testing.** These tests will ask you questions in order to test your verbal reasoning, logical reasoning or numerical ability.

Be sure to read the email in order to determine how the results of the tests will be used in the application. Personality and skills-based testing may be taken into account, but only used in conjunction with other methods of assessment. However, some firms use tests as a method of automatically reducing the number of applicants.

Be aware that most personality-based tests have inbuilt detection for inconsistencies, so it

is important to respond with answers you consider to be accurate rather than what you think recruiters want to hear.

**Practice questions.** Sample questions are often available online. Completing them under timed conditions may be beneficial, particularly if you are not familiar with the type of test used. However, some firms use the same testing programs. Therefore, if you have already done that specific test for another firm, you will have to submit the same results for each firm.

**Time restrictions.** The testing may have time restrictions. Be sure to take the test in a quiet place with a good internet connection. Firms will often provide a set period of time in which to complete the test, usually two days. Let the firm know as soon as possible if this will cause any issues.

### Quick Tips

- Check the type of test, the time you have to take the test and when you need to respond by.
- Try to practice doing mental maths and identifying patterns.
- Do practice tests if available.

# THE INTERVIEW PROCESS

Making it past the application stage of the process is a great achievement. If your application has made it through you should feel confident that you have the required grades, skills and extracurricular to clerk at the firm. At this stage, the main focus is your personality, cultural fit and attitude.

## Interview Preparation

The interview is the main way in which the firm decides if you are a good personality fit. Most clerkship interviews will be a relatively informal conversation. Broadly, the key things an interviewer should take away from an interview is that you are a personable candidate with an interest in practising law at their firm.

As such, preparation will primarily consist of:

- Considering your 'narrative' – what you want from a career, why you want it and why working at that particular firm would be preferable. This is usually the first question asked in any interview.
- Being able to talk to experiences on your resume and explain what you learnt, and how it is relevant to the job you are applying for.
- Consider a few different examples of circumstances in which you had to demonstrate skills, which you may be able to adapt to different questions. Ideally, you should have a range of examples from different activities which you can use.

## Video Interviews

Due to COVID-19, video interviews will be the norm this clerkship season. You can prepare yourself by implementing the following strategies:

- **Get your video interview set up ready in advance.**
  - Take some time to ensure that you have a plain background behind you, if this is not possible then make sure your webcam looks out onto a tidy room and hide any personal items that you would not want your employer to see.
  - Make sure that your camera is at eye line and that your face is brightly lit.
- **Think about your video interview outfit.**
  - While you might be interviewing from home, it is still important to look the part. Professional attire is a great way to market yourself in job interviews.
- **Do some practice interviews.**
  - Interviewing in a new format can be intimidating and disconcerting. To ensure that you go into the actual interview feeling confident make sure that you familiarise yourself with the interview program beforehand. Programs such as Zoom, Skype, Google Hangouts and Microsoft Teams all have helpful tutorials online.
  - Film yourself responding to some practice questions to make sure you are speaking directly into the camera. You can also get friends or family to help you with practice video interviews.

## Sample Questions

To break this down further, in order to prepare for the seemingly endless number of questions you may be asked, it is convenient to categorise questions as follows:

QUESTION TYPE	DESCRIPTION	HOW TO PREPARE
<p style="text-align: center;"><b>Personality</b></p>	<p>These questions will aim to get to know you as a person, whether you have an interest in practising law and your hobbies, including non-law activities.</p>	<p>Consider your ideal career and where doing a commercial clerkship fits in. Questions which you may like to ask yourself include:</p> <ul style="list-style-type: none"> <li>▪ Walk me through your resume / tell me about yourself.</li> <li>▪ Where would you like to be in 5 – 10 years?</li> <li>▪ Why would you like to work in law?</li> <li>▪ What experiences have led you to the conclusion that commercial law is right for you?</li> </ul> <p>Consider what you do for fun, what you enjoy doing to relax, your favourite books or movies and things you are passionate about. These do not need to be related to law (and, in fact, it is often better if they are not).</p>
<p style="text-align: center;"><b>Behavioural</b></p>	<p>These questions seek to understand how you will respond to stressful or complex situations in the workplace.</p> <p>The STAR Method is a structured manner of responding to a behavioural-based interview question by discussing the specific situation, task, action, and result of the situation you are describing.</p>	<p>You may be presented with a scenario and asked how you would respond. While you should answer in the hypothetical and explain why you would take that action. This will demonstrate your emotional intelligence and ability to deal with complex circumstances. Common questions include:</p> <ul style="list-style-type: none"> <li>▪ What would you do if you had two tasks from senior lawyers with competing deadlines?</li> <li>▪ How would you handle a conflict with a co-worker?</li> <li>▪ Describe a situation where you experienced failure; what did you learn from this?</li> <li>▪ Describe a recent example of you working in a team.</li> <li>▪ Describe a situation where you demonstrated leadership.</li> </ul>
<p style="text-align: center;"><b>Technical</b></p>	<p>These questions assist in understanding if you have knowledge in a particular area.</p> <p>Technical questions are less common in law interviews but are common in certain sectors such as banking and finance.</p>	<p>Be sure to have an understanding of:</p> <ul style="list-style-type: none"> <li>▪ What a law clerk does.</li> <li>▪ What work the particular firm does (both at a conceptual level, and a few examples of matters they have worked on from news sites).</li> <li>▪ Issues in the legal industry (it is often good to have knowledge of recent High Court cases).</li> <li>▪ An area of law generally you are interested in (both at a conceptual level, and a few examples of cases of questions which have interested you).</li> </ul>

## General Tips for Short Answer Questions

Some applications will also contain short answer questions.

- Make sure your writing is clear and concise – use plain language.
- Consider what the question is asking, and make sure you are responding directly to the substance of the question.
- Researching the topic is encouraged and referencing is not expected, but if you are relying heavily on a source (or using similar language) it may be helpful to flag it.
- As with cover letters, be prepared to justify your responses in an interview.

Short answer questions can be time-consuming. It is helpful to go through the application forms of firms you are interested in applying for in their entirety at the beginning of the application process so you can adequately plan your answers. Online applications can be many pages, so be sure to take a look at the form until the end. Further, you may want to draft your answers on a separate document so you can save it incrementally and use handy functions such as spell-check.

## First Round Interviews

Standard interview tips are applicable:

- Know where you are interviewing, how long it takes to get there and aim to be around 5-15 minutes early for your interview.
- Pay attention to your presentation. Formal business attire is standard for interviews.
- Double check if the firm requires you to bring anything – occasionally they request an official academic transcript.
- Remember the interview commences as soon as you are near the building, so be polite and professional when talking to anyone you may meet (including receptionists and other staff).
- Greet your interviewers with a firm handshake and good eye contact.
- Keep your answers brief and succinct – interviews are also a test of your verbal communication skills.
- Be as genuine as possible in your responses. Most interviewers will see many candidates and are relatively good at discerning when candidates are trying to mislead them.
- Your interviewers will set the tone of your interview, so follow their lead. However, keep in mind that you are not restricted to the question-and-answer format and you can ask questions of the interviewers throughout the interview.

On the day, the most important thing will be to build a positive working relationship with your interviewers. It is vitally important that you relax as much as possible and show your personality. Do not be afraid of asking follow-up questions, using humour or engaging in casual conversation with your interviewers.

When responding to questions in interviews, keep the following in mind:

- Listen and respond to the actual question. If you do not understand it, ask your interviewer for clarification.

### Interstate Tip

It is generally preferable to interview in person as it is easier to build a relationship with the interviewer. However, video interviews are most common with interstate applicants. In light of COVID-19, interstate firms are more likely to conduct first round interviews online.

In person interviews may be available upon request. However, most firms do not offer to cover the costs of flying up interstate applicants.

## Second Round Interviews

The structure of second-round interviews is generally similar to the first round. Your interviewers may be more senior practitioners to the first round. Generally, the method of preparation will be similar to the first. A big focus of second-round interviews is to allow you to have an opportunity to ask questions of the firm, so be sure to come prepared with some you would like to ask.

### Quick Tip

If you have multiple rounds of interviews, it can be useful to write down the names of people you have met during the process (including your buddy, first round interviewers and anyone you have met during networking functions). You may be asked about them in future interactions with the firm.

### Interstate Tip

The second-round interview is likely to be a way for the firm to sell itself to you. Equally, the firm will be looking for you to demonstrate enthusiasm for their firm over other options. The interviewers may ask you how many firms you are interviewing at, and why you would be particularly interested in working with them. For each firm you are looking at, think of some key reasons that differentiate them from others to adequately answer this question. This is particularly common in Sydney, where candidates can only participate in one clerkship.

## Post-Interview Contact

Interviewers from some firms call applicants after the interview before the offer day if they have any questions. Some interviewers may reach out to particular applicants on an ad-hoc basis to check in, or to arrange meetings with applicants and practitioners in their area of interest. The first thing to note is that a lawyer's time is valuable, and if you are receiving contact outside of the interview you should take it as positive news. While you should still be professional in all interactions with members of the firm, use this as an opportunity to discuss your areas of interest and ask questions in a casual setting. Equally, if you do not receive any additional contact do not worry- this is not a sign that you will not progress to the next stage of the process.

## Buddies

Buddies are very common in interstate application processes. Some firms will allocate you a 'buddy', who will generally be a junior lawyer. The function of a buddy is to provide you with a person you can talk to about the recruitment process outside of your interviewers or the human resources department. Your buddy will generally get in contact with you. If you are allocated a buddy before your interview, it can be helpful to ask them what to expect, and if they have any advice.

Your buddy is likely to take you out for coffee before or after your interview. This will be an opportunity to talk about how it went and learn more about the firm and working as a lawyer in general. It is informal, so feel free to ask questions you may not have wanted to ask during the interview (like what the hours are actually like and if they find the work interesting). This is a great opportunity for you to learn more about practising law and the firm in general. However, keep in mind that the buddy is still able to provide feedback on you as part of the recruitment process and may know your interviewers socially. Be careful to be polite about everyone you have met through the process and still demonstrate a genuine interest in the firm and work.

## Cocktail Nights

Cocktail nights are an opportunity for you to get to know representatives of the firm in an informal setting. Candidates and practitioners will often be in a large room with food and drink provided and will be invited to mingle. Introducing yourself to firm representatives can be daunting, but it is important to get out of your comfort zone. It can be helpful to start by introducing yourself to a few junior solicitors. After some conversation, most will be happy to introduce you to other people with whom you may have common interests.

The conversation at a cocktail night is not the same as an interview, so focus on engaging in genuine conversation rather than talking up your abilities. Further, it is very important that you are polite to other candidates. Not only are they likely to become your future colleagues, but firms pay attention to the way in which you interact with others.

If not otherwise specified, business attire is appropriate. Alcohol will often be provided at cocktail nights. Adjust your alcohol intake accordingly, and ensure you have eaten something beforehand.

As this is part of the formal recruitment process, you should assume that you are being assessed on your 'performance' at the cocktail evening. It is important to keep in mind that cocktail evenings are not a part of the formal assessment process. They are often optional and interstate candidates are not always required to attend. However, observations may be made during the evening that can affect your formal assessment. This can mean everything from your ability to genuinely engage with others and make a lasting impression, through to the way in which you simply carry yourself in the room. If the firm will reduce the number of candidates in the process after the cocktail night, you should place a focus on getting to know a number of practitioners. If the firm is not making a cut to the number of candidates after a cocktail night, then the focus is likely to be for you to get to know the firm (although any very positive or negative interactions may affect your application).



# END OF THE PROCESS

Waiting to hear back from firms can be stressful and understandably make you feel on edge. Firms may provide an estimate of the time when they commence interviews, or you may have no information between the closing of applications and offers. Try your best to get this information: sometimes it will be in the clerkship application or it can be a good question to ask in the interview process.

## Quick Tips

- Make sure that your voicemail is set up, and that your voicemail message is professional.
- Check your emails regularly, including the spam folder.

Clerkship season can be stressful, so it is important to maintain your mental health and general wellbeing during this time. Get support from your friends and family. Everyone deals with the clerkship process in different ways and it is important to know how to recognise and respect this. Online forums can be a great method to communicate with other applicants, particularly in interstate applications.

## Following Up

Most firms will send an email indicating whether or not you have progressed to the next stage of the application. However, emails indicating you have not been successful are unfortunately notorious for coming late, or not coming at all. If you do not hear back by the time interviews have commenced, it is safe to presume you have not progressed. If you have any concerns or are interested in receiving any feedback on your application, you may like to send an email to the human resources contact. Perhaps most importantly, take a moment to reflect on the application process: what have you learnt about the different firms and opportunities out there? What have you learned about the application process? What have you learned about yourself and the type of clerkships or work you may be interested in applying for in the future?

## Offer Day

Most firms will contact successful candidates on offer day, as specified by the relevant uniform clerkship scheme. Successful candidates will be contacted by phone, email or text message. This generally occurs between 8.30am – 10.30am. Unsuccessful candidates are likely to receive a notification towards the end of the day. There is no denying that offer day can be a bit stressful, so try not to wait by the phone and, if unsuccessful, remember that it is not the end of the world! The fact that you have gotten as far as you have is a great testament to your ability, and there are always more opportunities.

## Choosing Where to Go

If you are interviewing at multiple firms, put some thought into how many clerkships you would want to accept and which firms you would prefer. This will be primarily based on your interactions with the firms throughout the process, your areas of interest and the type of firm you think you would like to work for. Generally, you will have one or two days to accept or decline offers. However, some firms may request an indication of if you are likely to accept on the phone at the time at which they offer you. In this circumstance, it is appropriate to give a positive indication qualified by the fact you will officially respond at a later time.

## Other Opportunities

If you do not receive an offer to undertake a clerkship, it can be disheartening and disappointing, particularly considering the amount of effort put into the process. However, do not doubt your own abilities because of this. Clerkships are by no means the only way to get a great job in your chosen area of law, and there are many opportunities out there that are not advertised. It is important not to be phased by the simulacrum of clerkships, but to embrace other opportunities.

# ACCEPTANCE AND BEYOND

Congratulations on securing a clerkship! This is a great achievement and you should be proud.

## What to Expect from your First Day / Week

The first day of a clerkship can be a scary experience: a new environment, new people, and an introduction to new tasks and expectations. Knowing what to expect on the first day, and over the first week, can help to settle some of these nerves. On your first day, clerks will be told to meet in the morning in a communal area, ready for a day of orientation. It is a very good idea to make the effort to chat with the other clerks in the morning before you enter, as they will be both your friends and a great resource to you over the coming weeks. Orientation may include things like practice group presentations, IT inductions, legal research seminars or memo writing workshops. You will also likely be introduced to your buddy and supervisor and will be introduced to staff, including the practitioners within your practice group. At some firms, orientation may be finished after the first day, at other firms, induction may be longer lasting and may involve other seminars or introductions to the firm throughout the week. Regardless, it is a good idea to familiarise yourself with your induction materials and the firm's systems, as this will make the rest of your time a lot easier!

## How to Succeed as a Clerk

During your clerkship, your tasks may include drafting documents and correspondence, research and administrative duties. The firm is likely to provide you with training during the clerkship. However, here are some key tips to help your time with the firm run more smoothly:

- The most important attribute is your attitude. Be positive, collaborative and willing to help and learn.
- Seek out feedback as you go where possible and seek to constructively integrate it into your work.
- Take an interest in the work that is going on beyond the tasks you have been allocated. Ask questions where appropriate. This will help you find out what you are interested in.
- Always communicate more rather than less. If you are confused, having trouble completing a task or have multiple competing priorities in a set time, always let your supervisor know early and keep them updated if the circumstance changes.
- Make an effort to get to know your colleagues and fellow clerks – at the very least, they will be an important part of your professional network (and may even end up as your friends!).

## Graduate Role Recruitment

The graduate recruitment scheme will differ for each firm, and the expectation of being offered a graduate job at the end of your clerkship will also vary between firms. Some common options are that:

- You may be retained as a casual clerk or asked to do a second clerkship. Then, after spending a bit more time working at the firm, you may be offered a graduate contract close to the end of your degree. This is common in South Australia.
- You may be asked to re-apply for a graduate position under the standardised scheme. This is common in Victoria.
- You may be offered a graduate position, set to commence within a few months of completing your clerkship. This is common in South Australia and New South Wales.



# FIRM PROFILES

# ASHURST

Brisbane, Canberra, Melbourne, Sydney, Perth and International Offices

## What are the firm's practice areas?

- Competition
- Corporate Transactions
- Digital Economy
- Dispute Resolution
- Employment
- Energy & Resources
- Finance
- Global Loans
- Infrastructure
- Intellectual Property
- Project Finance
- Real Estate
- Restructuring & Special Situations Group (RSSG)
- Tax

## What are the key values of this firm?

- We're passionate about quality
- We deliver through collaboration
- We think differently

## Our Strengths

We are renowned for helping our clients navigate through a complex and constantly evolving global landscape. With 26 offices across the world's leading financial and resource centres in Europe, Asia-Pacific, Middle East and the USA, we operate at the cutting edge of the financial, resources and infrastructure, corporate and new economy markets. We tackle diverse areas of law, including finance, M&A, disputes and competition. In each, we offer advice that is as commercially astute as it is technically accurate.

As a firm, everything we do is characterised by a pursuit of insight, understanding and clarity. We share our client's ambitions and we cut to the heart of their issues with speed and clarity, whether we're working locally or globally.

## How we work together

The different cultures, communities and countries within which we operate around the world are immensely varied. The way we actually interact with each other isn't. The simple fact is: people here like working with each other to develop our thinking and deliver our best work. In every office, you'll find different perspectives, backgrounds, cultures and personalities to learn from.

## What do we look for in an applicant?

There's absolutely no Ashurst 'type'. We want to actively involve a broad range of minds with a broad range of backgrounds, all united by a common set of strengths. There is no required past experience- but it is advantageous to have a diverse range of experiences that demonstrate the following competencies:

- Excellent academic record and a passion to develop a career in an international law firm
- Outstanding communication skills
- Analytical ability, motivation, determination and drive
- Commercial awareness
- Teamwork and interpersonal skills

## Our Clerkship Program

The best way to understand what it feels like to work here is to actually work here! Every year, we hold clerkships in each of our offices to give you an intensive experience of our culture and the kind of work we do. You can expect to be involved in a wide variety of work and activities during your clerkship. Ranging from drafting, research for client advice, preparing file notes and case summaries to assisting with pro-bono matters and research projects.

We work hard to make sure our clerkships are as useful and as stimulating as possible. Our clerkship program includes a range of activities and events designed for you to get to know us as a firm and find out if a career at Ashurst is what you are looking for. It includes a comprehensive induction program, events to understand each practice area and activities to ensure you build connections and relationships within the clerkship cohort and across the firm. At Ashurst we ensure you are adequately supported throughout the program with an allocated 'buddy', supervising partner and lawyer who will guide your experience, provide you with on-the-job training and support.

## Our Graduate Program

As a graduate, your program kicks off with an induction and education series where you'll meet your peers in one location, giving you a chance to build your networks across the nation. Back in your home office, you'll benefit from local induction plus an in-house Practical Legal Training (PLT) course. It's tailored to our firm and so, as you might expect, some modules are chosen for you. We cover all the costs. Over the course of the 18-month graduate programme, you'll enjoy a mix of classroom and on-the job experience. In collaboration with you, we plan three rotations of six months each and review that plan at regular intervals. Each rotation starts with a handover and training, complete with technical expertise, so you know exactly what to expect.

## Contacts for clerkship and graduate enquiries

Email: [graduate.programs@ashurst.com](mailto:graduate.programs@ashurst.com)

**Brisbane** Kate Le Pontois HR Consultant, Graduate Programs  
**Canberra** Hannah Tulloch HR Consultant  
**Sydney** Joanne Dean HR Manager, National Graduate Programs  
**Melbourne** Trent Shorten, HR Consultant, Graduate Programs  
**Perth** Aileen Ferguson, HR Manager

## How will COVID-19 impact the firm's clerkships and graduate program?

There have been no changes to our offering of clerkships or graduate positions for the upcoming round. Please keep an eye on our website for any process changes due to COVID-19 i.e. online interviews.



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# ALLENS

Brisbane, Melbourne, Sydney, Perth and International Offices

## What are the firm's practice areas?

- Banking & Finance
- Competition, Consumer & Regulatory
- Corporate
- Disputes & Investigations
- Intellectual Property
- Projects, Real Estate & Development
- Tax

## What are the key values of this firm?

- In it together
- Eyes on the horizon
- Fostering greatness
- Courageous and creative
- Driven by excellence

## What do we look for in an applicant?

We're proud that there isn't an 'Allens' type'. We know that diverse perspectives help solve complex problems, strengthen teams and enrich client relationships. The more you enjoy working with a diverse range of people, the greater your success will be. While we celebrate our differences, it is important to understand what unites us.

These are attributes that our people have in common. These help us to succeed as a team and individually:

- **Initiative:** a curious mind is vital. The more adaptable you are able to be and the more energy you bring with you, the more you will get out of a career at Allens.
- **Excellence:** It's a guarantee we give our clients. Intellectually rigorous, driven and eager to learn.
- **Commerciality:** the law is more than an academic pursuit; it is about understanding the client – their objectives and the challenges they face – as well as the wider commercial environment in which we operate.
- **Flexibility:** a key priority for the firm is to ensure our people feel they are trusted to work in a way that allows them to balance the needs of the firm alongside the pursuit of their own career and life goals irrespective of gender, age or life stage.
- **Commitment:** positive people thrive in our environment. We look for people who can build sustainable careers with us, and successfully juggle work and personal life while maintaining their wellbeing.

Ultimately, we are looking for students who are driven and are ambitious, not only about the law, but have interests outside their university life and career. Our people are our greatest asset, and it's having diversity and different personalities that we believe sets us apart. If you can demonstrate your ability to balance priorities, and exhibit that you are a dedicated budding commercial lawyer, we would love to hear from you

## Contact for clerkship and graduate enquiries

Courtney Reynolds, Resourcing Consultant [Student.careers@allens.com.au](mailto:Student.careers@allens.com.au)

## How will COVID-19 impact the firm's clerkships and graduate program?

Allens are continuing to stay close to the COVID-19 and will adapt as it evolves. As it currently stands, we have not made any changes to our clerkship or graduate intakes. The firm will pivot as necessary and are committed to creating innovative solutions in these uncharted waters.

# Great change is here. Shape the future with Allens

At Allens, we're focused on equipping our people with the skills and experience they need to be the lawyers of the future. We're ready to define tomorrow. **Are you?**

With us, you'll be more than a lawyer. Our people are technical experts, but they're also trusted business advisers who think bigger, more broadly and more strategically. Together, we solve complex legal challenges, and collaborate across practice areas and disciplines to guide our clients.

We work across borders too, thanks to our alliance with Linklaters. This provides opportunities for our firm and our people, including annual rotations in Linklaters London, Hong Kong and Singapore being available to our graduate lawyers.

An early legal career at Allens includes highly tailored training through the Allens Academy. Developed in partnership with the Australian National University, our Graduate Diploma in Legal Practice will help you transition from law graduate to legal expert and trusted business adviser.

In a rapidly changing world, we seek opportunities to innovate, embracing creative thinking, new approaches and emerging technology. We don't just seek opportunities to benefit ourselves and our clients, we believe strongly in driving positive change to do right by our community too, as demonstrated through our strong pro bono practices.

Our teams are open, inclusive and encouraging, giving you the opportunity to learn and grow while feeling supported. You'll have the flexibility to drive your own career, and we'll recognise your achievements and hard work as you progress through the firm. **Are you ready to begin?**

## CLERKSHIP PROGRAM

A clerkship at Allens is the first step in a rewarding legal career, and will give you invaluable insights into our work and culture. With support from a buddy and development supervisor, you'll work on real matters for real clients and be involved in a variety of projects. The programs:

- run from three to 10 weeks;
- are available at our Brisbane, Melbourne, Perth and Sydney offices;
- feature ongoing support, including a buddy system; and
- include exposure to one or two practice groups.

## GRADUATE PROGRAM

In each rotation, you'll gain a depth of experience that comes from seeing matters through to the end, and get exposure to stimulating legal challenges. At Allens, we don't work in silos, meaning you won't be limited to working with only one partner or by your practice areas. You'll work alongside a range of partners and lawyers, giving you exposure to a wide variety of tasks. Working with different teams and leading organisations, you'll grow a solid skills base and develop the agility needed to thrive in our ever-changing world. The programs include:

- two 12-month rotations in your areas of interest;
- secondment options in London or Asia, via our alliance with Linklaters;
- ongoing supervision, coaching and mentoring;
- completing a Graduate Diploma in Legal Practice (via Allens Academy); and
- a 12-month weekly legal seminar series (Cornerstone Program).

Find out more at [allens.com.au/yourcareer](https://allens.com.au/yourcareer)

# ARNOLD BLOCH LEIBLER

Melbourne and Sydney

## What are the firm's practice areas?

We organise our practice groups to allow our lawyers to be broad generalists, our groups are split between transactions and disputes. From the client perspective, our services cover:

- Banking & Finance
- Competition
- Corporate & Commercial
- Dispute Resolution & Litigation
- Native Title & Public Interest Law
- Property & Development
- Reconstruction & Insolvency
- Taxation
- Technology & Intellectual Property
- Workplace Advisory

## What are the key values of this firm?

**People.** At Arnold Bloch Leibler, people are central to the firm's success. We recognise that it is only with motivated people that the firm can provide personal service and practical, commercial and cost-effective solutions to client problems. We hire the best and the brightest and recognise and reward our people with professional development and mentoring opportunities, competitive remuneration, community involvement opportunities and a deep and true interest in accelerating individuals' careers. We want every ABL person to be well-rounded and accomplished, and to bring their whole selves to work.

**Clients & Solutions.** From a client perspective, our aim is not to service our clients for all of their legal needs – rather, we position ourselves as the lawyers to go to when everything is on the line, where strategic imperatives are invoked, and when commercial thinking that's out of the box is required. We aim to develop long-term relationships with our clients and to gain a solid understanding of their businesses and needs. This enables us to formulate unique solutions to their problems with a broader context. At ABL, we give our clients value by finding simple, practical, commercially intelligent and cost-effective solutions to what often seem to be complicated and confusing problems.

**Excellence & Success.** Our firm has an unswerving dedication to professionalism in everything we do and putting the client first. We aspire to the highest standard of integrity, honesty and fair treatment. ABL is a meritocracy - we reward success and excellence. This reflects our prime business focus of partnering with clients in their success by helping them achieve their business imperatives through innovative and commercially intelligent solutions.

**Community.** Giving back to the community has always been one of our core values. Pro bono work is an inherent part of the firm's DNA and we do it because it is the right thing to do. The firm is deeply

committed to indigenous constitutional recognition and reconciliation. At ABL, we proudly have a stand-alone pro bono practice group, led by partner, Peter Seidel. All lawyers at the firm are given the opportunity to get involved with pro bono work. The firm engages with many not-for-profit and charitable organisations that are active in communal, social, health, research, religious and environmental sectors. At ABL, we feel that we punch above our weight, and pro bono work is no exception.

**Diversity.** Our approach and longstanding deep commitment to diversity and inclusion has been, and will always be, a clear and significant aspect of the firm's culture and a key contributor to our enduring success. Our ongoing diversity initiatives are far-reaching and include support for working parents, gender pay equity, policy information and education on a wide variety of topics, cross-cultural awareness training, our internal Reconciliation Action Plan committee, among many more.

## What do we look for in an applicant?

We look for exceptional people who are seeking, and can provide, something extraordinary. We value good grades and intelligence, as well as life experience, lateral thinking, imagination and a passion for the law. Work experience and extra-curricular activities show your ability to manage your time. We look for people who know how to use initiative and accept shared responsibility for their career development. The other personal qualities we consider are a willingness to learn, sense of humour and preparedness to assume responsibility. We also like to know why you're interested in us, so please tailor your covering letter to explain why you've chosen to apply to ABL.

## Contact for clerkship and graduate enquiries

Hayley Brown, Human Resources Manager

Level 21, 333 Collins Street, Melbourne  
[hbrown@abl.com.au](mailto:hbrown@abl.com.au), 03 9229 9802

## How will COVID-19 impact the firm's clerkships and graduate program?

At this stage, it is simply too early to tell how COVID-19 will impact our clerkships and graduate program. Any changes to the recruitment dates or process will be in line with the LIV guidelines, of which we are a proud signatory. We are an innovative and agile firm, who are proud to have been able to quickly and continuously adapt to the challenges that COVID-19 have presented us with so far, while best supporting and developing our people. We are committed to ensuring the delivery of a high-quality clerkship and graduate experience, and are preparing for possible adjustments where they may be necessary.



Arnold Bloch Leibler

Lawyers and Advisers

## The ABL difference

Arnold Bloch Leibler is regarded as one of Australia's leading commercial law firms.

We're known for doing things a little differently by the way we work and our approach to problem solving.

We do not try to be everything to everyone – rather, we strive for excellence in our chosen areas of expertise.

For information about our seasonal clerkship and graduate recruitment programmes, visit our careers page [www.abl.grad.careers](http://www.abl.grad.careers)



## BORN GLOBAL

At Baker McKenzie we are different in the way we think, work and behave. Like no other law firm, we were born global.

Baker McKenzie has been thinking globally in Australia for more than 50 years. In 2014, we opened our Brisbane office making our Australian practice the fourth largest in our network of 76 offices with more than 80 Partners and 220 lawyers across Sydney, Melbourne and Brisbane. In Australia, we act for leading multinational and domestic companies on market leading local and global transactions.

Founded in 1949, Baker McKenzie is one of the world's largest law firms by markets, revenue and headcount. We offer our clients and lawyers the uncompromising commitment to excellence expected of a leading firm and a distinctive way of thinking, working and behaving as a passionately global and genuinely collaborative firm.

We understand the challenges of the global economy because we have been a global law firm from the start.



### Our Clerkship Program

Right from the start, our Clerks get involved in real work. You will be exposed to our Australian and international clients through client meetings, shadowing, research and other everyday activities within your assigned practice group.

Our Clerks work closely with other lawyers, are guided by a Supervising Partner and enjoy the extra support of an experienced Associate "Buddy". You will develop practical and legal skills through our national learning program and by attending workshops specifically designed for Clerks, as well as Firm-wide sessions.

In Melbourne, we have three Clerkship intakes, each for four weeks – late November to late December, February and late June to late July. Clerks who accept a Graduate role with Baker McKenzie are eligible to apply for an International Clerkship, with the opportunity to work in one of our overseas offices in the year following their Clerkship.

### Our Graduate Program

Over the course of the program, Graduates gain experience in different areas of law before they join a particular practice group as an Associate. You will be supervised by a Partner and have an Associate "Buddy" in each rotation to oversee your on-the-job and formal learning.

### Develop globally

At Baker McKenzie, we have a deep commitment to development. We work with each Graduate to create a tailored development plan and career goals. To help you reach your goals, we provide targeted learning opportunities – from seminars on core legal topics to practical skills development in areas such as communication, drafting and presenting.

We work hard to facilitate on-the-job learning and the many ways it happens – through informal mentoring relationships, client secondments, involving Graduates in global teams working on international deals and in managing their own files for our award-winning Pro Bono Program.

We also bring Graduates from our Sydney, Melbourne and Brisbane offices together to help our people foster networks across the Firm, and support professional development by covering the costs of Practical Legal Training and your admission.

### Our key areas of practice

- Banking & Finance
- Commercial Real Estate
- Construction
- Corporate (including Mergers & Acquisitions, Capital Markets and Private Equity)
- Dispute Resolution
- Employment and Industrial Relations
- Energy, Resources, Infrastructure and Corporate
- Environmental Markets
- IPTech

Our regional practice group structure means many of our lawyers attend regional training in our Asia Pacific offices. Once Graduates complete their Graduate Program, they will attend a regional orientation program with other mid-level Associates from the Asia Pacific region. The Firm also offers opportunities for lawyers at varying stages of their careers to work directly for clients or with our other offices globally.

### What does the Firm look for?

Baker McKenzie looks for people who genuinely want to work with us and who understand Baker McKenzie's unique offering, values and position in the market. We look for well-rounded, motivated individuals who share our global perspective; who are intellectually curious and have sound academics; who display business acumen and are practical in their approach; who enjoy a challenge and seek new opportunities; who take responsibility and use their initiative; who act with integrity and honesty in all of their dealings, decisions and actions; who express themselves confidently while staying open to new ideas; who strive to provide excellent service to their clients; who seek a friendly, diverse, and inclusive culture; and who take seriously our role in making a difference to our local and global communities.

### Thrive in a culture of inclusion

Quality and excellence along with team work, integrity and responsiveness are central in delivering outstanding service to our clients, as you would expect in a top tier law firm.

The values that make us a unique and great place to work are deeply embedded and you will notice our difference in all of your interactions with us, in Australia and across the globe.

- We are passionately global, and leverage our global expertise for our clients.
- We strive to stay ahead of the curve and encourage entrepreneurship.
- We have a strong culture of friendship and collaborative working style.
- We are commercial pragmatists who simplify issues for clients.

- We actively encourage and support contribution to the community, through our pro bono and community service programs.
- We want everyone at Baker McKenzie to reach their potential so we invest in global, regional and local world-class development and mobility programs for our people.

Our award-winning diversity strategy, initiatives and programs are focused in six areas:

**BakerWomen** – gender equality and supporting the progression of women

**BakerDNA** – ethnic, indigenous and cultural diversity

**BakerBalance** – supporting carers and parents, and workplace flexibility

**BakerWellbeing** – commitment to mental health and wellbeing

**BakerLGBTI & Allies** – lesbian, gay, bisexual, transgender and intersex diversity

**BakerIndigenousEngagement** – commitment to engagement with our Aboriginal and Torres Strait Islander community

### How to apply

Applications for Clerkships can be submitted via [www.bakermckenzie.com/careers/Australia](http://www.bakermckenzie.com/careers/Australia).

Applications should include a cover letter, as well as details of your work experience, your extra-curricular activities and interests, and your academic results. Applications for Clerkships open at 9.00am on 6 July 2020 and close 11.59pm on 16 August 2020.

Natalie Mascarenhas  
Talent Management Consultant  
+61 3 9617 4349  
[natalie.mascarenhas@bakermckenzie.com](mailto:natalie.mascarenhas@bakermckenzie.com)



[www.bakermckenzie.com/careers/Australia](http://www.bakermckenzie.com/careers/Australia)

Baker & McKenzie, an Australian Partnership, is a member firm of Baker & McKenzie International.

# BAKER MCKENZIE

Brisbane, Melbourne, Sydney and International Offices

## International Clerkships with Baker McKenzie

### *Ellen Leishman – Graduate at Law*

I initially applied to Baker McKenzie due to its strong global reach and reputation. Upon undertaking my Seasonal Clerkship in the Dispute Resolution team, I was able to appreciate some of the Firm's other strengths - the way that senior lawyers invest in and mentor junior lawyers, the 'real' work junior lawyers undertake on a daily basis, the Firm's extraordinary client base and, most importantly, the incredibly friendly and supportive people in the Melbourne office.

Following my Clerkship, I undertook a Paralegal role with the Dispute Resolution team and was able to continue working on the exciting matters I'd experienced as a Clerk. Shortly after receiving my Graduate offer, I was awarded an International Clerkship - an exciting opportunity to learn about the Firm's global business and experience how another office operates. I received my top preference for my International Clerkship and was fortunate to be placed in the Dispute Resolution team in Johannesburg, South Africa. South Africa is such a beautiful country and I took every opportunity to immerse myself in the stunning scenery, wildlife and culture! As the largest financial centre in Africa, Johannesburg is also an exciting jurisdiction in the legal world.

The team was lively and busy - and I immediately experienced the supportive, friendly culture that Baker McKenzie is renowned for. Working in a foreign jurisdiction at such an early stage in my career was both exciting and challenging. One day, it was understanding the tendering process for state-sponsored major projects, and the next day it was physically attending court to enrol matters. I was involved in researching and drafting compliance advice for key multinational clients across 17 jurisdictions in sub-Saharan Africa, and conducting comparative national and international research in administrative law for high profile national clients. I also experienced the Firm's strong client base, undertaking research for state commissions, attending meetings with advocates and conducting anti-corruption and bribery work.

I felt like a member of the team pretty quickly and was motivated by my level of responsibility. Under the tutelage of generous pro bono mentors, I was able to attend meetings, prepare briefs of evidence and conduct research into potential claims for two animal rights organisations. Additionally, I assisted the team in seeking an injunction on behalf of a pro bono client to prevent the deportation of protected wildlife species for commercial exploitation. A significant highlight for me was connecting with trainees and Associates in Johannesburg. I was fortunate to experience the office's month-end drinks (coupled with a very entertaining night of

office karaoke!). Upon returning to Melbourne, I am still in contact with my colleagues in Johannesburg and hope to return to work with the team in the future. In the meanwhile, though, I look forward to experiencing a fantastic Graduate year and to continuing to build my global network in the years ahead.

### *Matthew Jarrett – Graduate at Law*

Following a fantastic Seasonal Clerkship at Baker McKenzie, I was delighted to receive a Graduate offer to commence in March 2020. I also received information about the Firm's International Clerkship program, which I immediately applied for. I was then fortunate to receive an offer to undertake an International Clerkship with the Firm's London office. For those who are learning the "Bakers lingo", this means going to the London office for a month-long secondment with the Firm covering the costs!

I was very excited to be placed in the Corporate M&A team in London. In an office that has nearly 1000 employees, M&A is one of many teams in the broader Corporate Markets practice group. London's M&A team specialises in large-scale, cross-border deals and is particularly renowned for its expertise in "carve-outs", which are the divestiture of part of a company. Given the size of the Firm's global network, it is uniquely positioned to offer multi-jurisdictional support for large, complex deals of this nature.

My work included assisting with the restructuring of a global consumer goods company and assisting with a piece of advice on the enforceability of electronic signatures across European jurisdictions. I was also able to work with the Dispute Resolution practice group on a matter involving parties in England, Italy, China, South Korea and Kuwait: all in a day's work at a global firm like Baker McKenzie! Outside the office, I had a fantastic time exploring London. I saw several West End shows, an English Premier League game and found the time to visit friends in Oxford and Portugal. I was also fortunate to be at the office for the first ever Corporate Trivia Night, where I found myself on the winning team (as much as I would love to take credit for the win, my trivia ability was nowhere near the prowess of my teammates). This was a great opportunity to socialise with everyone outside of work, and to gain an entertaining insight into the team!

The International Clerkship was a truly fantastic experience, both professionally and personally. It is very unique for a Firm to provide international training opportunities for junior employees, and the International Clerkship program is a reflection of Baker McKenzie's personal investment in their Graduates. I am incredibly grateful for this experience and am very excited to continue learning and developing at Baker McKenzie.

## How will COVID-19 impact your firm's clerkships and graduate program?

These are challenging times. At present, Baker McKenzie's intention remains as it was several months ago - to proceed with our Graduate Programs and Summer/Seasonal Clerkships in the usual manner. However, we are operating on a day-by-day basis and are making decisions, as required, to position the Firm and our various programs in the best place possible, as the COVID-19 situation evolves.

In relation to our Graduate Program, we did not retract our Graduate offers and had two cohorts commence across our Sydney and Melbourne offices last month. As the Firm moved to working remotely in mid-March 2020, our Graduates are currently undertaking their first rotations remotely too. We are supporting our Graduates with regular meetings with their Partner supervisors, Associate buddies and practice groups, and regular catch ups with our Talent Management team. In addition, our National Managing Partner has been particularly cognisant about our Graduates' working from home experience and has had separate Zoom 'coffee catch ups' with our Sydney and Melbourne Graduates which has helped them feel very supported. Our Graduates are also undertaking our dedicated learning program for junior lawyers, 'Cornerstone', as well as their Practical Legal Training remotely.

Baker McKenzie intends to proceed with our Summer/Seasonal Clerkship Programs and we encourage students to apply as planned. We are conscious of the impact of COVID-19 on aspects of the process and the students wishing to apply too. Baker McKenzie is committed to ensuring that we provide our Summer/Seasonal Clerks with a positive, meaningful and engaging experience with our Firm. While we are hopeful we will be able to conduct face-to-face interviews and the run the programs in-person during the usual periods set in NSW and Victoria, we will be guided by directives by the Firm, Law Society of NSW/Law Institute of Victoria and government in this regard. A tip for students applying to our Firm is to focus on tailoring your applications to Baker McKenzie and thinking deeply about what makes you the kind of candidate who will excel in a career at Baker McKenzie.

# CORRS CHAMBERS WESTGARTH

Melbourne, Sydney, Brisbane, Perth and Port Moresby

## About Corrs

Corrs Chambers Westgarth is Australia's leading independent Australian law firm. We're known and respected for delivering legal excellence, exceptional client service and outstanding results.

Through our long-term relationships with leading law firms across the world, we advise on the most significant global matters and connect with the best lawyers internationally to provide our clients with the right team for every engagement.

Working at Corrs, you'll enjoy the benefits of working alongside a high-performing team with a shared commitment to our culture of excellence, collaboration, commitment and respect.

For almost two centuries, we've have been advising our clients on their most complex challenges. We're the firm of choice for many of the world's most significant organisations – from large corporations to governments, banks and financial sponsors.

## What are the firm's practice areas?

Nationally, we have 17 practice groups. We specialise in the following areas of law: Arbitration; Banking & Finance; Class Actions; Commercial Litigation; Competition; Corporate; Employment & Labour; Environment & Planning; Financial Sponsors; Intellectual Property; Projects; Property & Real Estate; Restructuring, Insolvency & Special Situations (RISS); Tax; Technology, Media & Telecommunications (TMT).

## What specific qualities do Corrs look for in a potential Clerk?

We look for clerks who can make a positive contribution to the firm and help us in delivering legal excellence and outstanding client service. In exchange for your energy and commitment we'll provide extraordinary learning and work opportunities.

Our success is based on the success of our people. We encourage individuals to play to their strengths. And we bring our diverse and talented lawyers together to create top-performing teams.

We want people who bring out the best in those around them, work well in a team, and take pride in their work and achievements.

Working at Corrs, you'll enjoy the benefits of working alongside a high-performing team with a shared commitment to our culture of excellence, collaboration, commitment and respect.

## Contact for clerkship or graduate enquiries

Melbourne Marianne Saliba, People & Performance Consultant (03) 9672 3318  
[marianne.saliba@corrs.com.au](mailto:marianne.saliba@corrs.com.au)

Sydney Kimberly Howe, People & Performance Consultant (02) 9210 6044  
[kimberly.howe@corrs.com.au](mailto:kimberly.howe@corrs.com.au)

Brisbane Tania Daly, People & Performance Consultant (07) 3228 9465

Perth Jennifer Jacobs, People & Performance Consultant (08) 9460 1621

## How will COVID-19 impact your firm's clerkships and graduate program?

Graduates and junior lawyers are, and will remain, vitally important to our firm and its future. Ensuring we continue to attract the best legal talent remains a priority for us.



Be exceptional.

**Your journey from  
outstanding graduate  
to exceptional lawyer  
begins at Corrs.**

From your first day at Corrs you will have the opportunity to accelerate your career in a high-performing and supportive environment. Our lawyers work together across practice groups to deliver exceptional results and support you in building your future, wherever you want to take it.

[graduates.corrs.com.au](http://graduates.corrs.com.au)

**CORRS  
CHAMBERS  
WESTGARTH**

# CLAYTON UTZ

Brisbane, Canberra, Darwin, Sydney, Melbourne and Perth

## What are the firm's practice areas?

At Clayton Utz, we have 14 national practice groups within our commercial law firm, as listed below. Please visit our website ([www.claytonutz.com](http://www.claytonutz.com)) for further details about each of our practice groups.

- Banking & Financial Services
- Commercial Litigation
- Competition (Sydney office)
- Corporate, M&A, Capital Markets
- Environment and Planning
- Forensic and Technology Services
- IP and Technology
- Major Projects & Construction
- Public Sector / Government Services
- Real Estate
- Restructuring and Insolvency
- Tax
- Workplace Relations, Employment and Safety
- Pro Bono

## What are the key values of the firm?

Our culture is founded on the behavioural values of trust, respect and co-operation. And this is supported by our people and our work exercising the highest ethical standards. It underpins everything we do. It affects the way we approach each other and our work, our service to our clients and our community involvement.

## What do we look for in an applicant?

We're looking for people who are personable, practical, commercially-savvy as well as flexible. Our lawyers undertake complex and innovative legal work, so it's important that our clerks and graduates are motivated individuals who aren't afraid of a challenge. We are also interested in learning more about your outside interests. You need to be able to balance your professional and personal lives and have fun! Most importantly, we are looking for people we'd enjoy working alongside. We want clerks and graduates who embody the firm's behavioural values of trust, respect and co-operation - as well as staying true to themselves and exercising the highest ethical standards.

Our seasonal clerks are typically involved in a range of work, including:

- Legal research
- Writing clients memos/ letters
- Attending client meetings with lawyers
- Attending court with lawyers
- Pro bono work
- Liaising with internal colleagues; and
- Assisting with the preparation of matters for hearings.

## Contact for clerkship or graduate enquiries

To get in touch with our Graduate Recruitment Team, visit our Graduate website at [www.claytonutz.com/graduates](http://www.claytonutz.com/graduates) or email us at [careers@claytonutz.com](mailto:careers@claytonutz.com).

## How will COVID-19 impact your firm's clerkships and graduate program?

The safety and wellbeing of our clients and employees are of the utmost importance to us. Like many businesses, we are taking precautionary measures to minimise the potential risks of COVID-19. We have adapted our program for our clerkship and graduate programs in line with the current environment and requirements. Clayton Utz is committed to our clerkship and graduate programs and are working around the restrictions to provide the best experience we can. Given the current situation we are looking at ways to provide students opportunities to engage with firm representatives, including participating in live interviews via video conference and other ways to support the clerkship experience. Our 2020 graduate program includes our first virtual orientation and meetings via teleconference for graduates to meet each other and their new team members. As the situation continues to change, we will provide regular updates via our website and social media channels if future programs are affected.

# CLAYTON UTZ

[graduates.claytonutz.com/](https://graduates.claytonutz.com/)

Clayton Utz is a leading Australian law firm, known for the strength of its independent culture and its confident and engaging approach.

Staying true to your direction is what defines Clayton Utz. At Clayton Utz, we've built a team of down-to-earth, collaborative lawyers who know that at the heart of exceptional client service is knowing what your client needs. We offer the sharpest legal minds. The clearest advice that cuts through the complexity, so our clients can concentrate on the things that really matter. And an unshakeable sense of what's possible

## Clerkship Program

If you're a law student in your penultimate year, our Clerkship Programs will expose you to the fast pace of a full-service commercial law firm and show you the law in action. You'll be working under the guidance of some of the sharpest legal minds in Australia, on challenging, complex and high-profile transactions and matters. You'll be mentored by partners and lawyers who are leaders in their fields, in a firm where individuality is embraced and innovation actively encouraged. Our Clerkship Programs are our future pipeline for the Graduate Program. They are designed to give you a feel for what it's like to be a Graduate and they are a great place to start your career.

## Graduate Program

It's not just about wearing a suit. There's always a gap between theory and practice, and post-university prospects can be daunting. How do you make the leap to working in the industry?

That's where we come in. Once you've completed your studies, our national Graduate Program gives you the perfect foundation for your legal career. Our 2.5 week orientation program is designed to ensure that you'll hit the ground running. It consists of PLT+, local training and a national orientation week in Sydney. Our rotations will help you discover different areas and find the right fit. From day one you'll be working on complex and sophisticated legal issues, and with our innovative learning and development approach, you'll get the support to become the best you can be.

## Contact

[careers@claytonutz.com](mailto:careers@claytonutz.com)



# ARE YOU READY TO BE BOLD?

Not all corporate law firms are the same. If you're up for the challenge of working with Australia's most innovative corporate law firm, learn more via [gtlaw.com.au/bebold](https://gtlaw.com.au/bebold)



# GILBERT + TOBIN

Melbourne, Sydney, and Perth

## What are the firm's practice areas?

- Banking + Infrastructure
- Competition + Regulation
- Corporate Advisory
- Disputes + Investigations
- Energy + Resources
- Intellectual Property
- Legal Service Innovation
- Pro Bono
- Real Estate + Projects
- Tax
- Technology + Digital

## About Us

Gilbert + Tobin is an independent Australian corporate law firm. We serve corporates and governments throughout Australia, and around the world, on a broad range of legal issues. We are renowned for our progressive approach to legal issues, procedures and client service. From our Sydney, Melbourne and Perth offices, our lawyers bring a proactive, commercial approach, and a relentless drive to deliver superior results. Founded as a disruptive start-up in 1988, we have built a firm with the scope to take on the tough matters. We cut through complexity – helping clients make the right decision in the most effective way.

## Clerkship Program

Each year we invite law students to complete a 9-week summer clerk placement from late November to early February, consisting of two rotations. Penultimate and final year students are eligible to apply. From your first day, you'll be given the opportunity to test your skills and interest – you can expect to be involved in some challenging matters, and your work will be presented to clients. Often, you'll work directly with a partner on a matter, or as part of a bigger team on larger transactions. While every experience varies, you might be asked to draft documents and memos, carry out research, attend client meetings and court, and assist with preparing for hearings or negotiations.

While your most valuable learning will be the experience of working on real matters during your practice group rotations, you'll also receive structured training – including sessions on the different practice areas, technology, how to create your personal brand, and business development. It's a practical blend of on-the-job, workshop and online learning that covers a broad range of technical, interpersonal and leadership skills. You'll also have access to G+T's regular practice group training with other lawyers, as well as online resources to help you keep up to date with the latest legal developments. If you're up for the challenge of working with Australia's most innovative corporate law firm, find out more at [www.gtlaw.com.au/bebold](http://www.gtlaw.com.au/bebold).

## What do we look for in an applicant?

We're not a prescriptive firm when it comes to our people; we invite individuality and diversity. We also hold ambition, creativity and entrepreneurial spirit in high regard. Our people are collaborative, passionate and dedicated — but most of all they enjoy what they do and never forget to have fun. We seek clerks and graduates who will complement our practice groups and don't feel the need to take themselves too seriously.

## Contact for clerkship or graduate enquiries

[www.gtlaw.com.au/bebold](http://www.gtlaw.com.au/bebold)

Sydney Kristie Barton, Clerk + Graduate Program Manager [kbarton@gtlaw.com.au](mailto:kbarton@gtlaw.com.au), 02 9263 4575

Melbourne Sarah Crinnigan, Early Talent Manager [scrinnigan@gtlaw.com.au](mailto:scrinnigan@gtlaw.com.au), 03 8656 3396

Perth Lisa Harold, HR Manager [lharold@gtlaw.com.au](mailto:lharold@gtlaw.com.au), 08 9413 8411

## How will COVID-19 impact your firm's clerkships and graduate program?

At the time of printing, our clerkship and graduate programs are proceeding as planned. Keep an eye on our website and follow us on social media for updates as the COVID-19 situation evolves.

# HERBERT SMITH FREEHILLS

Brisbane, Melbourne, Perth, Sydney and International Offices

We're a leading, full-service commercial law firm that works on some of the most important cases and deals for the world's biggest organisations. Defined by our inclusive culture and commitment to innovation, we will give you the platform and responsibility to make an impact from day one.

Working in the country's leading practice, you'll get to collaborate with the best legal minds in the business, making an impact on Australian deals and matters that support businesses and communities. But you're not simply limited to these shores. With a network around the world, you'll also have the opportunity to work with international clients, develop a global reputation and establish the career path that suits you. You'll gain experience on high-profile cases and deals involving some of the world's biggest clients, explore multicultural matters and receive first-class training. All the while, you'll be developing a global view of the law and building a resume with a commercial law firm that's widely recognised around the world.

## Practice Areas

- Alternative Legal Services (ALT)
- Competition, Regulation and Trade
- Corporate
- Dispute Resolution
- Employment, Industrial Relations and Safety
- Finance
- Projects and Infrastructure
- Real Estate

## Contact for clerkship and graduate enquiries

Lachlan Berry, Graduate Recruitment Consultant

61 3 9288 1868

[graduates.melbourne@hsf.com](mailto:graduates.melbourne@hsf.com)

## How will COVID-19 impact your firm's clerkships and graduate program?

Understandably, the COVID-19 Pandemic has generated concern regarding the future of graduate and clerkship programs. Herbert Smith Freehills remains committed to our junior talent, and remains focused on finding people who have the curiosity to explore all the angles and the empathy to place themselves in their client's shoes.

So, if meeting a member of our team takes place online, or you read about our firm on a PDF, remember that we've taken these steps so that we can continue our programs and to engage with exceptional legal talent like you.



# 360° thinking

We're looking for those who see things differently, the kind of people who bring new ideas and create innovative opportunities for our clients.

## ABOUT US

With over 25 offices spanning Asia, Europe, Australasia, and the Middle east, we can show you exactly what a world class law firm has to offer, giving you the chance to work as part of an international team, on high-profile matters, for some of the most significant organisations in the market.

Our focus is on the future: the future needs of existing and new clients, the future of the legal profession and investing in our future lawyers.

## WHAT WE LOOK FOR

There's no single path to becoming an exceptional commercial lawyer. We look beyond your academic record and your technical aptitude. We're focussed on finding people who have the curiosity to explore all the angles and the empathy to place themselves in their client's shoes. Building great relationships takes a certain understanding and as our global village gets ever smaller, we look for graduates who think of themselves as citizens of the world

### Contact:



**Lachlan Berry**  
Graduate Recruitment  
Consultant  
T +61 3 9288 1868  
[graduates.melbourne@hsf.com](mailto:graduates.melbourne@hsf.com)

## CLERKSHIP PROGRAM

During this immersive experience, you'll receive hands-on practical experience, actively contributing, as you work on some of the diverse challenges facing the team you're collaborating with. We select many of our graduates through our vacation clerkships.

As a vacation clerk you'll truly discover what it's like to work at Herbert Smith Freehills, working alongside lawyers and partners. We'll support you throughout your time with us with extensive training, touching on all aspects of the firm. We'll also invite you to an exciting range of workshops and events, giving you the opportunity to network with people across the firm and the diverse groups we engage with. This is your unique opportunity to show us who you are.

## JOINING US

We offer a range of summer and winter clerkships across our Australian offices. If you have queries about graduate or vacation clerk positions, please visit our website: [careers.herbertsmithfreehills.com/au/grads/vacation-clerkships](https://careers.herbertsmithfreehills.com/au/grads/vacation-clerkships) or contact one of our graduate recruitment team.

## KEY DATES/ DEADLINES

PERTH	
Approximate number of positions	60-65
Clerkship programs	1 Summer & 1 Winter
Applications for all 2019/20 programs open	6 July 2020
Applications for all 2019/20 programs close	16 Aug 2020
Offers made	14 Oct 2020

**Please note:** An application should only be submitted to the office where you intend to start your career as a graduate. Multiple applications will not be considered.

### Our global practice groups

- Alternative Legal Services (ALT)
- Competition, Regulation and Trade
- Corporate
- Dispute Resolution
- Employment, Industrial Relations and Safety
- Finance
- Projects and Infrastructure
- Real Estate

## What are the firm's practice areas?

Lipman Karas is an international investigative legal practice, with a focus on complex disputes. We focus on:

- Complex and sensitive commercial litigation
- International commercial arbitration
- Insolvency and asset recovery, including complex cross-border disputes
- Audit and other professional negligence
- Independent corporate and regulatory investigations
- Dispute avoidance and mediation
- Risk minimisation and governance advice

## What do we look for in an applicant?

- Academic Accomplishment
- Analytical
- Curious and Resourceful
- Energetic and Disciplined
- Adaptable
- Team oriented

## Contact for clerkship and graduate enquiries

Lorraine Wohling, Practice Development Manager, [lwohling@lipmankaras.com](mailto:lwohling@lipmankaras.com)

## How will COVID-19 impact your firm's clerkships and graduate program?

It is a challenging time, however, LK is looking to the future and continues to actively recruit clerks and graduate lawyers.



## Adelaide Clerkship Applications

Lipman Karas is an international investigative legal practice with an outstanding track record in some of the most challenging, complex and high profile commercial litigation projects in the Asia Pacific region and internationally.

Our mission is the single-minded advancement of our clients' interests, to maximise value through the focussed application of our expertise.

Lipman Karas offers lawyers commencing their careers a chance to work with recognised leaders in their field on litigation projects, investigations and inquiries that are unique in magnitude, complexity and geographic reach.

Up to 20 clerkship placements are offered each year for students in their penultimate and final year of studies. Each placement is four weeks in duration and offered in the summer and winter university holidays.

Lipman Karas provides opportunities and experiences that are unrivalled in South Australia.



If you have questions about Lipman Karas' Clerkship Program, please contact Lorraine Wohling - [lwohling@lipmankaras.com](mailto:lwohling@lipmankaras.com).

# KING & WOOD MALLESONS

Brisbane, Canberra, Melbourne, Perth, Sydney and International Offices

## What are the firm's practice areas?

King & Wood Malleasons' Melbourne centre offers a number of market-leading practice groups including; Banking & Finance, Dispute Resolution, Mergers & Acquisitions, Projects & Real Estate and Taxation.

Sub-teams within these groups include Competition; Tech Law; Employee Relations & Safety; Intellectual Property & Trademarks, Construction and Environment & Planning.

## What are the key values of this firm?

Our vision and values are the backbones of how we work and behave. They are part of our brand promise to our people, and our clients and they ensure that we make a difference. Our values are:

**Client-centric.** Putting our clients (inside and outside the firm) at the centre of everything we say and do.

**Dynamic and entrepreneurial.** We are passionate about challenging the market to create a shared future, together. We are bold in our aspirations and confident in our execution.

**One team, one firm.** Our belief is that the power of together delivers the best results for our people, our clients, and the firm. We operate as one firm, working collaboratively and supporting each other across all cultures.

**Excellence and innovation.** We combine quality and creativity, with the ability to get the right results through innovative solutions.

**Stewardship.** We will build a stronger firm for future generations by nurturing our clients and colleagues to excel at everything they do.

**International perspective.** Connecting learning and understanding to open doors and unlock opportunities in our local and international markets.

## What do we look for in an applicant?

We recruit high achieving, client-centric, learning agile people with an international perspective. We understand that technical excellence is only one success factor. We value a range of skills in our employees and recognise that a diversity of strengths leads to best results. We are looking for people who have an intellectual curiosity and are intrinsically motivated. Excellent marks are not necessarily a predictor of career success. Are you empathetic? Can you stand in the shoes of our client and experience the problem from their perspective? Is it more important to you to admire the problem or are you most interested in providing a practical, efficient and commercially sound solution? Are you traditional and risk-averse or are you excited by a changing and fluid work environment? When you think about your career are you only focused on Australia, or do you appreciate that Australia's closest neighbours are the new powerhouses of the global economy?

We believe in teamwork and the 'Power of Together'. We are not a collection of siloed practices but work closely across the network to pursue client opportunities. Through a high-performance culture, our results are realised through collaboration, innovation and engagement.

## Contact for clerkship and graduate enquiries

Sofija Jovic - People & Development Advisor,  
Melbourne Graduate Program,  
[Sofija.Jovic@au.kwm.com](mailto:Sofija.Jovic@au.kwm.com)

## How will COVID-19 impact your firm's clerkships and graduate program?

We will continue to review our position over the coming months as the impact of COVID-19 on our clients and on our business becomes clearer. As and when key decisions are made we will maintain open and transparent communication about those decisions. We are doing our best to plan in an environment that is far from certain. We are very mindful of the need to take a careful and considered approach, taking into account the very difficult times for all and reflecting business need in the short, medium and long term. Never has it felt more important to provide learn-from-anywhere opportunities to students than now and we are excited to share that we have recently launched industry-first Virtual Reality experience and Global Virtual Experience Programs. The virtual reality and Global Virtual Experience Program has been designed to reflect the truly global nature of KWM and provide a unique opportunity to bring the KWM experience to life for students all around the world.

KWM will also be holding live Q&A session for students over the coming months in the lead up to clerkships – watch this space!

## What are the firm's practice areas?

- Banking and financial services (including Insolvency)
- Corporate Mergers & Acquisitions
- Dispute Resolution
- Energy & Resources
- Environment & Planning
- Infrastructure, Construction & Property (including Real Estate)
- Insurance & Corporate Risk
- Statutory Compensation Management
- Tax
- Intellectual Property and Information Technology
- Workplace/Employment

## Number of lawyers and partners (Australia and globally)

We have around 270 partners and 1,375 lawyers, as well as 50 staff in our Consulting Solutions.

## What are the firm's key values?

We have a clear goal – to be our clients' best partner. We put our client at the centre of everything we do and partner with them to deliver truly innovative solutions. We also think beyond the law, offering clients advisers who are multi-disciplinary and industry-facing to help them realise their strategic goals, grasp business opportunities and create value for their stakeholders.

MinterEllison's organisational values of [integrity and trust](#), [enduring relationships](#), [balance](#) and [excellence](#) provide a common and open framework or reference point for the way we work together as a Firm and with our clients and the broader communities in which we operate.

## What do we look for in our applicants?

At MinterEllison we are not looking for people to fit a mould.

Academics are just one piece of the puzzle and we recognise the strength that diversity can bring to a team. Work experience, extra-curricular activities, sporting participation, music and travel are all important criteria to us.

At MinterEllison we want you to bring your whole self to work - individual strengths and diversity are what build our teams up to be the successes they are.

## Contact for clerkship and graduate enquiries

Adelaide Vanda Mutton, Talent Business Partner, [vanda.mutton@minterellison.com](mailto:vanda.mutton@minterellison.com)

For relevant contact details of interstate offices, please see [www.minterellison.com](http://www.minterellison.com)

## How will COVID-19 impact your firm's clerkships and graduate program?

At this stage it is our intention to go ahead with applications for the 2020/2021 Clerkship and Graduate Programs, with interviews most likely to be held by video. Unfortunately, as the situation around COVID-19 is so fluid we cannot predict what will happen in 6-9 months' time but we remain optimistic.

# Your future. Your choice.

## Choose to make an impact.

Our clerks and graduates become well-rounded, technically excellent lawyers who help to solve some of our clients' most complex challenges. But we'll empower you to be so much more.

### Never underestimate the power in you to make an impact

We're driven by a strong sense of purpose: to create lasting impacts with our clients, our people and our communities.

As one of Asia Pacific's leading law firms, our clients look to us to help them address their most complex legal challenges. But we know, in a world of relentless disruption, we also need to think beyond the law.

We're driving digital transformation and embedding a culture of curiosity and innovation. We're investing in adjacent consulting capabilities that enable us to provide seamlessly integrated solutions to our clients. And our people are committed to making a meaningful difference in the communities they live and work in.

### We support you to succeed

Our award-winning clerk and graduate programs will expose you to a wide variety of business areas, skills, teams and challenges, helping you to understand where your strengths and interests lie. You'll accelerate your legal and business acumen by working alongside high-performing partners, lawyers and professionals in a diverse, collaborative and innovative environment.

You'll have the opportunity to gain international exposure through our broad network of offices and industry partnerships.

### Your success is our success

We celebrate and invest in our people. We're committed to helping our people achieve their best and progress in their careers.

Our development programs and initiatives are second to none. We'll work with you to provide you with challenging and career-building experiences, and we're always working to open more doors for you.

**"The biggest impact I want to have as a lawyer is working with our clients to deliver a solution that not only meets their goals now, but also creates long-term, meaningful impacts for the future."**

Emily Hill  
Lawyer

For information and to apply visit  
[graduates.minterellison.com](https://graduates.minterellison.com)

#### MinterEllison Virtual Internship

Want to experience a true-to-life day of a MinterEllison lawyer? Our interactive virtual internship offers you an insight into the commercial work we undertake here at MinterEllison. Curious?



# NORTON ROSE FULBRIGHT

Brisbane, Canberra, Melbourne, Perth, Sydney and International Offices

## What are the firm's practice areas?

Litigation, Insurance, Intellectual Property, Employment & Labour, Construction, Environment & Planning, Banking & Finance, Financial Restructuring & Insolvency, Real Estate, Corporate M&A, Tax

## What are the key values of this firm?

Our vision is to be a world class business, profitable, ambitious, cooperative and considerate, supporting our clients and people through our global business principles of Quality, Unity and Integrity. We apply our business principles to all our activities worldwide. They describe our culture and personality both internally and externally, the way we work and what we stand for.

Quality – We're a team of the highest calibre, providing consistently high-quality work because our clients always come first.

Unity – We share our knowledge and we work to support one another across teams and borders because our team culture makes us who we are. Integrity – We're trustworthy, open and fair. We respect colleagues and clients deeply, and we work to the highest ethical, professional and business standards.

## What do we look for in an applicant?

We are looking for people who share Norton Rose Australia's values – Unity, Quality and Integrity.

Successful candidates should be in their penultimate year of studying law. Life experience is also highly regarded at Norton Rose Fulbright, be it in the form of work experience; involvement with the campus, or non-campus, clubs and societies; travel; or even a previous career before embarking on the law.

The way summer clerks and graduates interact with our clients is as important as their working relationships with colleagues. A genuine passion for the law will not only drive career progression but inspire candidates to be part of a great team. At Norton Rose Fulbright you will enjoy a high level of access to Partners, working in a non-hierarchical and supportive culture. Although academic achievement is important it is considered in the much broader context of your other life experiences.

## Contact for clerkship and graduate enquiries

Jimmy Taylor (Senior Advisor – National Graduate & Summer Clerkship Programs) (02) 9330 8239  
[jimmy.taylor@nortonrosefulbright.com.au](mailto:jimmy.taylor@nortonrosefulbright.com.au)

## How will COVID-19 impact your firm's clerkships and graduate programs?

COVID-19 will have no impact on our clerkship or graduate programs.

# PIPER ALDERMAN

Adelaide, Brisbane, Melbourne and Sydney

## About this firm

Piper Alderman is a National Corporate Commercial firm with offices in Adelaide, Brisbane, Sydney and Melbourne. Our genuine National partnership is supported by over 300 staff with focus areas on Corporate, Commercial, Real Estate, Commercial Litigation, Intellectual Property and Employment Relations. In particular, in Adelaide our Corporate team is often the leading legal team on IPO's, M&A transactions, Corporate Listings and large-scale Project Finance – the types and size of deals traditionally thought only accessible from the Eastern seaboard.

## What are the values of this firm?

Our firm is proud to consult with our employees on our values, we want to know how our team describe what it is like to work with us. What do they say? They describe the strongest values of the firm to be commitment and dedication, collaboration and collegiality, forward thinking and innovation and respect for others. We use these values to drive our strategies for growth and employee engagement.

## What opportunities are available within this firm?

Each employment opportunity is uniquely prepared to provide candidates for the best description of the role available. We describe to candidates what the opportunity presents in terms of practice area and duties and then during an assessment of phone and face to face interviews we discuss the cultural fit needs to the practice groups and clients.

Piper Alderman welcome candidates to apply all year around. Applications can be received through the firm's career page on the website and highly recommend that you follow the firm's social media platforms where all roles nationally are advertised in one easy to find platform.

## Contact for clerkship and graduate enquiries

For enquiries regarding Adelaide you are welcome to contact Director Human Resources, Emily Mortimer, [emortimer@piperalderman.com.au](mailto:emortimer@piperalderman.com.au)

## How will COVID-19 impact your firm's clerkships and graduate program?

Piper Alderman remains committed to growth across the firm during this time. We are focused on the future of the firm and will continue to recruit as per our previous program in an ongoing manner.

The process of recruitment will reflect the government instructions of the day. We recognise that interviews are nerve wracking face to face let alone virtually and we will work with candidates to ensure they can perform at their best in these new interview environments. Our on boarding process will ensure you feel part of our team even if it is from your own home!

Our national opportunities are promoted on our firm website and our firm Facebook page.

# THOMSON GEER

Adelaide, Brisbane, Melbourne, Perth, Sydney

We have more than 560 people, including 116 Partners operating out of our offices in Sydney, Melbourne, Brisbane, Perth and Adelaide. By size we are one of the 10 largest law firms operating in Australia, and the 5th largest independent Australian law firm.

## Areas of Focus

- Advertising & Marketing
- Agribusiness
- Banking & Finance
- Biotechnology & Pharmaceutical
- Capital Markets
- Class Actions
- Competition & Regulation
- Construction & Projects
- Corporate & Advisory
- Education
- Employment, Workplace Relations & Safety
- Energy & Resources
- Environment & Planning
- Franchising
- Funds Management & Financial Services
- Gaming & Leisure
- Government
- Health, Aged Care & Retirement Villages
- Insurance
- Intellectual Property
- Litigation & Dispute Resolution
- Media, Broadcasting & Entertainment
- Mergers & Acquisitions
- Property
- Restructuring & Insolvency
- Sports Law
- Superannuation & Wealth Management
- Tax
- Technology
- Telecommunications

## What it's like to work for us

The law is an incredibly rewarding profession, but we recognise it can be demanding. For this reason, we create an environment that is flexible, friendly, personable, collegiate & professionally stimulating. Our clients are at the centre of everything we do; so it is not only the collaborative and supportive relationships we have with each other, but also the well-established and trusting relationships we have with our clients, which make Thomson Geer a great place to work.

Our wellbeing@work program supports employees to maintain a healthy, balanced lifestyle. Our employees love to get involved in mixed sporting teams and they enjoy healthy breakfasts and snacks. We also have an active social committee, providing lots of opportunities to develop close relationships with your colleagues.

## Our clerkship program

We offer a four-week Summer Clerkship program either in November/December or January/February with a chance to experience different practice areas. Our structured program helps clerks to learn through a combination of hands-on experience, training, coaching and observation.

During your clerkship with us, you will:

- participate in a structured program
- undertake meaningful work for real clients, including opportunities to attend client meetings, observe court proceedings, conduct legal research, draft correspondence and court documents and develop technical skills in areas such as drafting, due diligence and disclosure
- have the assistance and support of a supervising partner as well as a junior lawyer who remembers what it was like to be a new clerk and can act as a buddy and mentor
- participate in a formal performance review process with your supervising partner and mentor to reflect on your development and capture feedback from your colleagues.

## Who are we looking for?

We are looking for hard-working and motivated law students who have excelled academically, are customer focused, commercially minded, work well in a team environment and are enthusiastic about commencing their career with a dynamic law firm. We are especially keen to talk to students who have, or are working towards, a second degree in fields such as commerce, engineering, science and other technical fields.

## How do I apply?

If your ambition is to develop a career in commercial law and you possess the drive to make your ambitions a reality, we want to hear from you! Applications open 6 July 2020 via cvMail or the 'Current Opportunities' page of our website ([tqlaw.com.au](http://tqlaw.com.au)), and close on 31 July 2020.

## Contact for clerkship and graduate enquiries

Hilary Riddle, People & Development Adviser, +61 8 8236 1219, [hriddle@tqlaw.com.au](mailto:hriddle@tqlaw.com.au)

## How will COVID-19 impact our clerkships and graduate program?

We expect and hope that by the time clerkships start, our staff will be back working in the office and that you will have a normal clerkship experience. In the meantime, we already conduct remote interviews so we are very used to and familiar with the process.

Connect with us...

[tglaw.com.au](http://tglaw.com.au)

[in](https://www.linkedin.com/company/thomson-geer) Thomson Geer

[@ThomsonGeer](https://twitter.com/ThomsonGeer)

**THOMSON GEER**

LAWYERS

**ADVICE | TRANSACTIONS | DISPUTES**

Domestic & Cross Border



# **ARRIVE...** at a large Australian corporate law firm

 Sydney  
Melbourne  
Brisbane  
Perth  
Adelaide

We have more than 560 people, including 116 Partners operating out of Sydney, Melbourne, Brisbane, Perth and Adelaide. We are one of the 10 largest law firms operating in Australia, and the 5th largest independent Australian law firm.

Our industry coverage & client work is diverse and we are regularly engaged on challenging, complex, commercial work.

## **WHAT IT'S LIKE TO WORK FOR US**

The law is an incredibly rewarding profession, but we recognise it can be demanding. For this reason we create an environment that is flexible, friendly, personable, collegiate & professionally stimulating.

Our clients are at the centre of everything we do; so it is not only the collaborative, supportive relationships we have with each other, but also the well-established, trusting relationships we have with our clients, which make Thomson Geer a great place to work.

Our wellbeing@work program supports employees to maintain a healthy, balanced lifestyle. Our employees love to get involved in mixed sporting teams and they enjoy healthy breakfasts and snacks.

We also have an active social committee, providing lots of opportunities to develop close relationships with your colleagues.

## **WHY CHOOSE US?**

We know you're not just a student on work experience. We want to give you a realistic, stretching introduction to the legal profession.

How does this happen? From day one, you'll be an active participant in the team, involved in all aspects of legal practice, and working directly with experienced practitioners.

## **WHO ARE WE LOOKING FOR?**

We are looking for hard-working and motivated law students who have excelled academically, are customer focused, commercially minded, work well in a team environment and are enthusiastic about commencing their career with a dynamic law firm.

We are especially keen to talk to students who have, or are working towards, a second degree in fields such as commerce, engineering, science and other technical fields.

## **ARRIVE... AT THOMSON GEER**

If your ambition is to develop a career in commercial law and you possess the drive to make your ambitions a reality, we want to hear from you!

Applications open 6 July via cvMail or our website, and close on 31 July.

## OTHER FIRMS

<b>Addisons Lawyers</b>	Commercial; Intellectual Property	Sydney
<b>Allen &amp; Overy</b>	Commercial; Mining	Sydney; International
<b>Andersons Solicitors</b>	Family; Commercial	Adelaide; Regional SA
<b>Bird &amp; Bird</b>	Commercial; Energy	Sydney; International
<b>Brown Wright Stein</b>	Commercial	Sydney
<b>CCK Lawyers</b>	Commercial	Adelaide
<b>Clelands Lawyers</b>	Family; Commercial	Adelaide; Regional SA
<b>Clifford Chance</b>	Commercial; Energy	Sydney; International
<b>Clyde and Co</b>	Aviation; Energy	Sydney; International
<b>Colin Biggers &amp; Paisley</b>	Commercial; Insurance	Sydney; Melbourne
<b>Commercial and Legal</b>	Commercial; Property	Adelaide
<b>Cornwalls</b>	Commercial; Construction	Sydney; Melbourne
<b>Cowell Clarke*</b>	Commercial; Agribusiness	Adelaide; Sydney
<b>Dentons*</b>	Commercial; Infrastructure	Adelaide; International
<b>DLA Piper</b>	Energy; Insurance	Melbourne; International
<b>DMAW</b>	Commercial	Adelaide
<b>Duncan Basheer Hannon</b>	Commercial; Family	Adelaide
<b>DW Fox Tucker</b>	Commercial	Adelaide
<b>Finlaysons Lawyers*</b>	Commercial; Agribusiness	Adelaide; Northern Territory
<b>Gadens</b>	Commercial; Agribusiness	Adelaide; Melbourne
<b>Georgiadis</b>	Commercial; Property	Adelaide; Regional SA
<b>Hume Taylor &amp; Co</b>	Criminal; Family	Adelaide
<b>HWL Ebsworth*</b>	Commercial; Agribusiness	Adelaide; Melbourne
<b>Johnston Withers</b>	Family; Employment	Adelaide; Regional SA
<b>Johnson Winter &amp; Slattery*</b>	Commercial	Adelaide, Brisbane, Sydney, Melbourne, Perth
<b>Kain Lawyers*</b>	Mergers and Acquisitions	Adelaide, Sydney
<b>Laity Morrow</b>	Commercial	Adelaide
<b>Lander &amp; Rogers</b>	Commercial; Blockchain	Melbourne; Sydney
<b>Lynch Meyer</b>	Commercial	Adelaide
<b>Maddocks</b>	Education; Government	Melbourne; Canberra
<b>Maurice Blackburn Lawyers</b>	Employment; Insurance	Melbourne; Sydney
<b>Mellor Olsson</b>	Commercial; Government	Adelaide; Regional SA
<b>Mills Oakley</b>	Commercial	Melbourne; Sydney
<b>Norman Waterhouse*</b>	Commercial	Adelaide
<b>O'Loughlins</b>	Commercial	Adelaide
<b>Seyfarth Shaw</b>	Commercial; Employment	Sydney; International
<b>Slater and Gordon</b>	Personal Injury; Insurance	Melbourne; Sydney
<b>Sparke Helmore</b>	Commercial; Government	Adelaide; Melbourne
<b>Squire Patton Boggs</b>	Commercial; Energy	Sydney; International
<b>Sullivan and Cromwell</b>	Commercial; Tax	Melbourne; International
<b>Wallmans Lawyers</b>	Commercial; Government	Adelaide
<b>Wotton + Kearney</b>	Construction; Energy	Melbourne; New Zealand

\* Were asked to provide a firm profile and COVID-19 response and declined or did not respond.

# Uniform Clerkship Schemes 2020

## South Australia

Applications Open: 6 July 9.00am

Applications Close: 31 July 5.00pm

Offers Made: 7 September 9.00am

Offers Accepted: 9 September 5.00pm

### Participating Firms:

Thomson Geer, MinterEllison, Dentons, Kain Lawyers (TBC)

## Victoria

Applications Open: 6 July 9.00am

Applications Close: 16 August 11.59pm

Offers Made: 14 October 10.00am

Offers Accepted: 14 October 4.00pm

## New South Wales and Canberra

Applications Open: 9 June 9.00am

Applications Close: 12 July 11.59pm

Offers Made: 16 September 9.00am

Offers Accepted: 18 September 5.00pm

## Queensland

Applications have already closed.

## Western Australia

Applications Open: 13 July 9.00am

Applications Close: 9 August 11.59pm

Offers Made: 25 September 9.00am

Offers Accepted: 25 September 1.00pm

ADMISSION  
TO  
PRACTICE  
AND THE  
GDLP

# WHAT IS THE GDLP?

Finishing your law degree is a fantastic milestone, but unfortunately it is not the only thing you need before you can start practising as a lawyer.

The Graduate Diploma of Legal Practice (GDLP) is a compulsory requirement to be admitted as a barrister and solicitor in South Australia. The GDLP is designed to provide students with the practical skills needed to work as a lawyer, and accordingly, students will gain exposure to the profession through legal placement during the program. Students will develop new legal knowledge through a range of compulsory and elective subjects, and new skills in areas such as legal drafting, file management and advocacy.

Completing your GDLP can take anywhere from three to twelve months depending on your GDLP provider and whether you study full time or part time. You may complete your GDLP in South Australia or interstate. There are several providers of this postgraduate training:

- Australian National University;
- Bond University;
- Leo Cussen Centre for Law;
- Queensland University of Technology;
- College of Law;
- University of Adelaide in conjunction with the Law Society of South Australia;
- University of Tasmania, Centre for Legal Studies;
- University of Technology Sydney; and
- UNSW Practical Legal Training.



THE UNIVERSITY  
of ADELAIDE



THE LAW SOCIETY  
OF SOUTH AUSTRALIA  
THE VOICE OF THE SOUTH AUSTRALIAN LEGAL PROFESSION

# ADELAIDE GDLP PROGRAM

"The Law Society's GDLP Program offers to graduates a diverse range of legal topics. Their program exposes me to the legal profession through face-to-face learning and networking opportunities with practicing professionals. It also provides select online courses. This gives me the ability to explore the face-to-face world, experience the online environment and adapt when I need flexibility"

Taylor Laverly, GDLP student

## The GDLP is comprised of:

- 5 mandatory courses and 2 electives
- 6 weeks of legal practice (recent relevant work experience may be used to reduce your placement hours)
- 5 continuing professional development (CPD) points

## The Adelaide GDLP

- **Flexible.** Study modes include intensive, weekend and after hours to help you balance work and family commitments;
- **Connected with the profession.** Our networks provide a significant opportunity to connect with legal professionals in South Australia and build ongoing relationships;
- **Accelerated.** The program can be completed within 20 weeks;
- **Advocacy Clinic.** Undertake and exercise at the courts and train with skilled practitioners;
- **Placement.** We will organise work experience for you should you not be able to find your own placement. Many firms we deal with use our students exclusively.

## For Further Enquiries

**GDLP Unit**  
The Law Society of South Australia

**Email:**  
[gdlpenquiries@lawsocietyasa.asn.au](mailto:gdlpenquiries@lawsocietyasa.asn.au)

**Phone:** +61 8229 0200

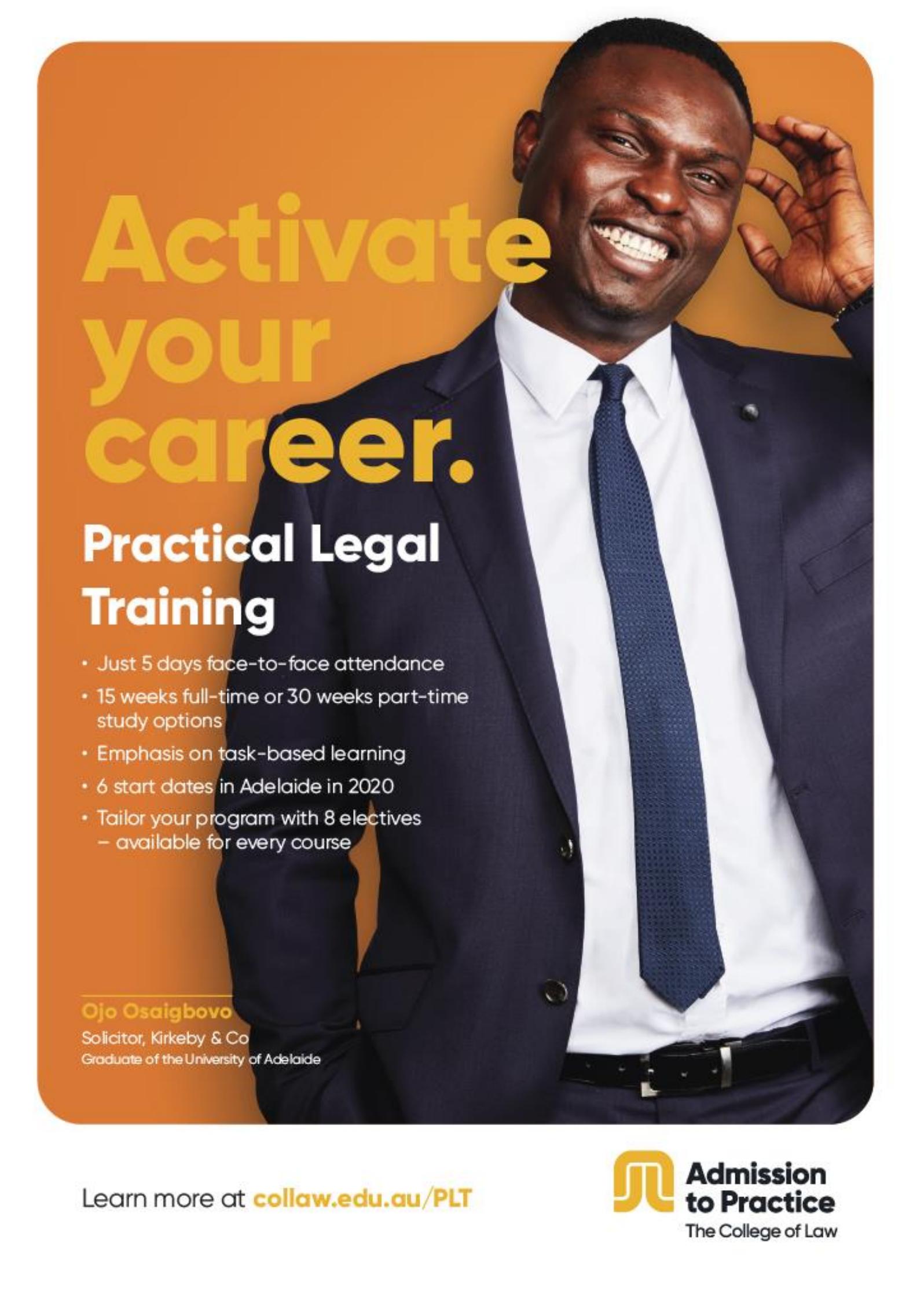
**Web:**  
[www.lawsocietyasa.asn.au](http://www.lawsocietyasa.asn.au)

**Adelaide Law School**  
The University of Adelaide

**Email:**  
[lawenquiry@adelaide.edu.au](mailto:lawenquiry@adelaide.edu.au)

**Phone:** +61 8313 5063

**Web:**  
[www.lawadelaide.edu.au/gdlp](http://www.lawadelaide.edu.au/gdlp)



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**Ojo Osaigbovo**

Solicitor, Kirkeby & Co  
Graduate of the University of Adelaide

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**Admission  
to Practice**  
The College of Law

# ADMISSION TO THE BAR

Admission to the Bar is the final step to becoming an admitted solicitor and barrister.

## South Australian Admission

Once you have completed your GDLP, you are then eligible to apply to the Supreme Court of South Australia to be admitted to the Bar. During this process a Board of Examiners judges your character, along with your legal credentials to date in order to ensure you are fit to practice as a solicitor and barrister. Do not be alarmed, adequate legal credentials include completing the Priestly 11 (compulsory law subjects which all University of Adelaide Law students complete) and demonstrating aptitude beyond your law course. Negative attributes such as a criminal record or academic misconduct are also considered by the Board when deciding whether grant your admittance. If successful, you will be admitted as a solicitor and barrister in the Supreme Court of South Australia.

Once the Supreme Court of South Australia admits you to the Bar, you will need a practicing certificate from the Law Society of South Australia and indemnity insurance to protect yourself against a loss or financial burden. The requirements for indemnity insurance vary from state to state however in South Australia, lawyers must have indemnity insurance to fulfil the Professional Standards Scheme.

## Interstate Admission

Your law degree is extremely valuable as it enables you to practice anywhere in Australia. Once your practical legal training is completed in the form of the GDLP, you are able to venture anywhere in the country for law. If you have not been admitted to the South Australian Bar, a Board of Examiners from the state you wish to work in will apply a similar test as that explained for South Australia, to ensure that you are fit for practice.

## Federal Admission

### *Federal Court, Federal Circuit Court and Family Court*

Once you have been admitted to a State Supreme Court as a 'registered practitioner' (a solicitor or a barrister), you are eligible to practice in the Federal Court of Australia. It simply requires an application process which mirrors that the process undertaken for state Supreme Courts.

### *High Court of Australia*

The requirements to be admitted to the High Court of Australia mirror that of the Federal Court. The result of this application is being accepted into the High Court Register of Practitioners. The only difference between the High Court and lower courts is the experience you will require before being admitted. You must typically have been in the legal profession for several years so that your experience and contacts develop.



LANDSCAPE  
FOR LAW  
STUDENTS

# PRACTICING LAW IN REGIONAL AUSTRALIA

*To learn more about pursuing a career outside of the city, the AULSS caught up with **Taylor Lavery**, Graduate Law Clerk at Heuzenroeders Lawyers in Tanunda.*

## **What kind of opportunities are there for law students to work in regional areas?**

Regional legal work is constituted predominately in broad practice areas. However, there are some solicitors who specialize in a particular field in the regions, for example in criminal or family matters, but who often maintain a working knowledge of commercial and other areas.

Most regional areas facilitate plenty of trade and agriculture, especially by small to medium enterprises. There are many families and individuals who require legal assistance and they often prefer the local knowledge and feel of a regional practice.

## **What does day-to-day work at your firm look like?**

Day-to-day work is quite varied and interesting: there is never a dull moment. The solicitors at our firm are required to be on top of, amongst other matters, property matters, family matters, a broad range of criminal matters across each offence classification, administrative law and estate management.

Our solicitors also work across multiple jurisdictions. In the South Australian jurisdiction, there are regularly matters in the Magistrates, District and Supreme Court. In the Commonwealth jurisdiction, matters are particularly concentrated in the Family Court and Federal Circuit Court but I was fortunate to observe one of our matters at the Special Leave to Appeal stage in the High Court.

## **What would you recommend to students studying law who want to work in regional areas?**

Connection to the regional area in which you want to apply will help your application. I think at the end of the day wherever you work will be because you have some connection to or interest in that physical place and legal field, but there are of course exceptions to this rule.

There are a number of solicitors in the region I am currently situated who have spent a number of years working in the city. Some solicitors have worked as judge's associates, at the Office of the Director of Public Prosecutions and at commercial firms. A colleague worked as far as Alice Springs before settling in country South Australia. Therefore, start applying where you want to apply- it can't hurt. But, if that does not work out, keep your chin up because from what I can tell eventually you can work your way to the regions if that's really where you want to work.

# PRACTICING INTERNATIONALLY

## Canada



The majority of Canadian provinces implement the Common Law, with the exception of Quebec, which implements France's civil law system. In order to obtain a practicing certificate in Canada, applicants must apply to individual provincial bar associations. The National Committee on Accreditation (NCA) operates within the Federation of Law Societies of Canada and assesses the legal education credentials of individuals who intend to apply for admission to a law society in a Canadian common law jurisdiction.

The NCA assesses each individual on a number of requirements covering their early legal education, the legal system they have studied and worked in and any previous work undertaken in other jurisdictions.

Australian practitioners and students have the advantage of a pre-existing background of work and study in the Common Law system. Furthermore, for University of Adelaide Law students, you may wish to consider the subjects Foundations of Canadian Law (LAW 3600), Comparative Law (LAW 2508) and Advanced Comparative Law (LAW 7174) to gain a better understanding of Canadian law, as well as giving yourself an advantage in the assessment process of the NCA in the future.

For more information, you may wish to visit the following websites.

- National Accreditation Committee [flsc.ca/national-committee-on-accreditation-nca/](http://flsc.ca/national-committee-on-accreditation-nca/)
- Law Society of Alberta [www.lawsociety.ab.ca/](http://www.lawsociety.ab.ca/)
- The Law Society of British Columbia [www.lawsociety.bc.ca/](http://www.lawsociety.bc.ca/)
- Law Society of Ontario [www.lso.ca/home](http://www.lso.ca/home)
- The Bar of Quebec [www.barreau.qc.ca/en/](http://www.barreau.qc.ca/en/)

## China

Generally, foreigners cannot become a licensed lawyer in China and only those who have passed China's National Judicial Exam can be admitted to practice law in China. Additionally, only Chinese citizens may sit the Chinese bar. Therefore, you would need both Chinese citizenship and fluency of the language to meet the full requirements to practice law in China.

If these obstacles seem a bit out of reach at this stage, those with foreign law degrees can be eligible to work as Foreign Representative Attorneys (FRAs). FRAs must have at least two years of experience in another jurisdiction before they can work in China. This requirement is flexible, as the majority of a year is considered 'one year'. You could work six-months (+1 day) in Australia and then six months in China for two years, and you would then qualify to work full-time in China as an FRA.



## Hong Kong

### Solicitors

Hong Kong's common law system resembles that of England and Australia, and like England and Australia the profession is split between barristers and solicitors. If you have completed your LLB in Australia, your next step would be to receive the Post-graduate Certificate in Laws (PCLL). Applicants need to show competency in the following core subjects:

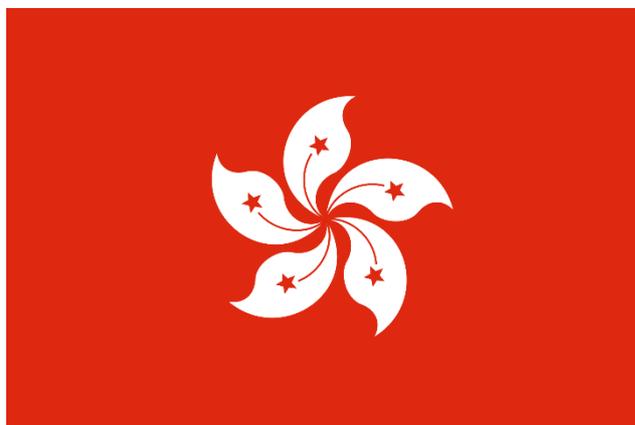
- Contract
- Tort
- Constitutional Law
- Criminal Law
- Criminal Procedure
- Equity

This is in addition to three courses specific to Hong Kong Law:

- Hong Kong Constitutional Law
- Hong Kong Land Law
- Hong Kong Legal System

You would then be required to work in a Hong Kong Law Firm for two years under a training contract.

For more information you may wish to visit the Law Society of Hong Kong's website at: [www.hklawsoc.org.hk/pub\\_e/default.asp](http://www.hklawsoc.org.hk/pub_e/default.asp).



### Barristers

To be a barrister in Hong Kong, you need to either hold a PCLL or already be a solicitor in Hong Kong. You are then required to undertake one year's unpaid pupillage at chambers, and following this apply to the Bar Council for admission.

For more information, visit the Hong Kong Bar Association's website at: [www.hkba.org/](http://www.hkba.org/).

## New Zealand



Under the Trans-Tasman Mutual Recognition Act (1997). This act sets out for mutual recognition arrangement between New Zealand and Australia that a person who has been licensed or registered in one country can apply to be licensed or registered in the other country as well. Therefore, a lawyer holding a current practicing certificate in Australia seeking to practice in New Zealand must abide by a two-step process.

Firstly, they must be admitted as a barrister and solicitor in the High Court of New Zealand. In New Zealand, admittance into practice of law is governed by the Lawyers and Conveyancers Act 2006. Furthermore, all lawyers are admitted into the High Court of New Zealand as barristers and solicitors and it is not possible to be admitted as only a barrister or solicitor. The second step is the issuing of a practicing certificate by the New Zealand Law Society. There are a number of conditions that have to be met by an applicant to acquire a practicing certificate. However, these are all fairly regular requirements such as being admitted as a barrister and solicitor at the time of application, having paid the application fee, and a character test.

For more information, you may wish to visit the New Zealand Law Society's website at [www.lawsociety.org.nz/](http://www.lawsociety.org.nz/).

## Singapore

Individuals who are not Singaporean citizens or permanent residents usually are not eligible for admission to the Singapore Bar. However, foreign lawyers can practice in Singapore through registering as a 'Foreign Lawyer', and practicing in certain areas. This entails taking the Foreign Practitioner Examinations (FPE) or by applying for special exemption. Foreign lawyers need to be admitted overseas and have at least 3 years of legal work before they can apply to sit the FPE. Areas that a registered 'Foreign Lawyer' can practice in include banking and finance and intellectual property.



For more information, you may wish to visit the following websites:

- Singapore Ministry of Law Admission Requirements: [www.mlaw.gov.sg/admission-to-the-bar/admission-requirements/](http://www.mlaw.gov.sg/admission-to-the-bar/admission-requirements/)
- The Law Society of Singapore: [www.lawsociety.org.sg/](http://www.lawsociety.org.sg/).

## South Korea

South Korea does not recognise qualifications achieved in foreign states and to be a fully practising lawyer in Korea you must undergo their domestic qualification process. A three-year graduate level, law school program will need to be completed, and you must then pass the South Korean Bar Examination. Obviously, fluency in Korean will be a must if you would like pursue this path.



Alternatively, foreign lawyers are unable to practice law in South Korea but can act as Foreign Legal Consultants (FLCs) and are limited to providing advice on the laws in the jurisdiction where they have received their qualifications, in addition to international customary law, and international arbitration. Further to this you will need a minimum of three years' experience in your home jurisdiction before being able to apply to be a FLC.

This all being said, over the past years South Korea has increasingly relaxed its regulations on foreign consultants and both international firms and Korean firms are seeking foreign lawyers to advise on a variety of issues despite them not being able to practise Korean law.

The Korean Bar Association is the regulatory body for legal professionals in the State. For more information, visit [www.koreanbar.or.kr/pages/main/main.asp](http://www.koreanbar.or.kr/pages/main/main.asp).

## United States

Each US state has a separate jurisdiction. There is hardly any recognition between the different bar associations within the US, and internationally. For example, admittance to the New York Bar only allows you to practice in the state of New York.

There are only 3 US jurisdictions in which Australian lawyers can feasibly work; New York, Washington DC and California. Most other states require particular study that can only be undertaken in that state, and therefore admittance to practice in those states requires completion of the Juris Doctor course. Admission requirements differ in each state, but all require you to sit the Bar Exam. Students who wish to ultimately practice in the US would be



best served by practicing for a few years at a top-tier firm, and to then make the move. Most American firms will not require Australian lawyers to already be qualified for the Bar when they hire them, but will expect completion of the relevant Bar Exam within 12 months.

For more information, visit [www.americanbar.org](http://www.americanbar.org).

## United Kingdom

### Qualified Australian Lawyers

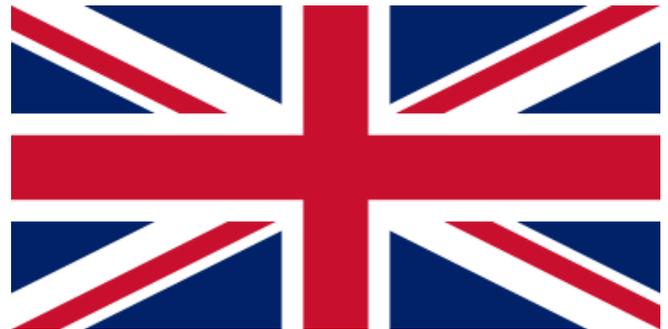
**Solicitors** apply to the Solicitors Regulation Authority via the Qualified Lawyers Transfer Scheme Form (QLTS-2). You must meet certain eligibility criteria, including: that you are a qualified lawyer in a recognised jurisdiction (any state in Australia); that you can satisfy relevant language requirements and that you are of good character. You also need to pass the Qualified Lawyers Transfer Test.

**Barristers** apply to the Bar Standards Board to be assessed by the Qualifications Committee. You need to:

- Demonstrate good character;
- Prove that you have consistently practiced in court for at least three years;
- Demonstrate you are in good standing and do not have a criminal record; and
- Demonstrate proof of your qualifications and English competency. Depending on your experience and qualifications, you might then need to undertake additional training, or you may be exempted from certain aspects.

### Non-Qualified Australian Lawyers

**Solicitors** apply to the Solicitors Regulation Authority (SRA) to have your academic



qualifications assessed. If your course is not exempted by the SRA, then you must complete it through the Common Professional Exemption (CPE) or the Graduate Diploma of Law (GDL). After this, you need to apply for a 12-month full-time Legal Practice Course, complete a Professional Skills Course, and undertake a two-year long training contract at a law firm.

**Barristers** apply to the Bar Standings Board to have your academic qualifications assessed. If successful, you will be granted a 'Certificate of Academic Standing'. If your course is not exempted then you can undertake the CPE or GDL to do so. Following this, you apply to undertake a 12 to 24-month full-time Bar Professional Training Course (BPTC), undertake a year of pupillage, and then obtain tenancy at Chambers.

For more information, visit [www.lawsociety.org.uk](http://www.lawsociety.org.uk)



# LEGAL CAREER PATHWAYS

# ASSOCIATESHIPS

## Key Takeaways

- Usually a year-long position with a sitting Judge
- May undertake research, manage cases and hearings
- Highly competitive
- Considered an invaluable experience by future employers
- Need to apply 1-2 years before starting

An associateship is usually a yearlong position where you work full time assisting a sitting Judge. Depending on the court and the Judge, associates may undertake research, manage cases and hearings for their judge, support their judge during hearings, help write judgements and assist their judge in a variety of other ways. Associateships are highly competitive and are considered invaluable experience for those wanting to pursue a career in litigation or as a barrister.

*To learn more about associateships the AULSS caught up with **Azaara Perakath**, Associate to the Honourable Justice Blue in the Supreme Court of South Australia.*

## What tasks do you undertake as an associate?

Being an associate involves a combination of three key functions: administrative assistant, researcher/editor, and in-court support for your Judge. It is your role to correspond with parties and counsel on behalf of your chambers and to keep track of, and prepare for, upcoming hearings, meetings and judgments to be delivered. In terms of research and editorial assistance, the judgment writing and proofing process is where most of this occurs but your Judge may also ask you to research a specific point of procedure or substantive law before a hearing or during trial. Finally, in-court support involves everything from calling on matters and ensuring that any documents or authorities your Judge may require are readily available in court to managing trial exhibits, playing video evidence and taking jury verdicts. Of course, the specific work and activities you will undertake during your time as an associate depend entirely on the chambers you are in and your particular Judge's expectations. The breadth of work and the variability of each day is what makes the role such an exciting and fulfilling one.

### Quick Tip

In the Supreme Court of New South Wales, students should apply for Tipstaff positions instead of associate positions. Tipstaves conduct the typical work of Associates in this Court.

## What are the most challenging and exciting aspects of being an associate?

It can be quite daunting knowing that you will be working alongside, and relied upon by, your Judge. The challenging aspects of the role include your level of responsibility and trying to discern the personal preferences of your Judge. For example, some Judges may ask their

associates to prepare a memo providing context to a matter, whereas others prefer an oral summary. Each Judge has his or her bench set up differently, and each has their own particular stylistic preferences. As such, much of the role involves pre-empting your Judge's needs and the ability to adapt to unforeseen circumstances, both in and out of court. However, it is very rewarding to see how the courts operate 'from the inside'. The opportunity to observe leading barristers and solicitors on a daily basis, and to work so closely with some of the most eminent minds in the profession, is unparalleled.

### **What can students do best position themselves for an associateship?**

Make the most of any and all opportunities! If you are able to accrue some legal research experience, or just experience more generally (whether in private practice, at the CSO or DPP or as a research assistant to academics or barristers), this will all stand you in good stead. Similarly, taking on leadership roles, undertaking internships or participating in advocacy competitions is a great way to further demonstrate your enthusiasm and interest in the law. Make sure your cover letter is tailored to the particular Judge you are applying for. Prospective applicants should do their research beforehand on different judges and courts to ensure they are applying for a role that suits them and aligns with their areas of interest.

### **How and when would you recommend that interested students apply for an associate position?**

This is very much dependent on the jurisdiction to which you are applying. If you are interested in an associateship at the Supreme Court of South Australia, the timing of vacancies varies significantly from chambers to chambers. However, you can always email or phone the chambers of the judge(s) you may be interested in and inquire as to when the next position is likely to become available. Similar advice applies for applicants interested in applying to a Judge of the Federal Court. The District and Magistrates Courts take a slightly different approach and have a 'pooled applicant' process rather than accepting individual applications for specific Judges. If you are looking at applying interstate or to the High Court, applications generally open more than a year or two in advance, so you need to be thinking ahead. Once again, it is important to do your research ahead of time. Typically for any associateship applications, you will be required to send in a cover letter, along with a copy of your CV and academic transcript. If undertaking an associateship is something that you are considering, I cannot recommend the experience highly enough. Good luck!

# PRIVATE PRACTICE

## Key Takeaways

- Most common pathway for graduates
- Often start your career as a clerk or graduate
- Many exit opportunities to other fields and organisations
- Great long-term career growth potential

Private practice refers to practising law within a firm. This is the most established path for law students finishing university, as firms will hire clerks through their clerkship scheme or undertake graduate recruitment.

The benefits of working in a private firm are that you are likely to be working in a large firm with many different teams, allowing you to have some choice as to what areas of law you are exposed to. You will eventually be placed in a team, which gives you a structured environment and the ability to learn from more senior lawyers.

While most lawyers start their career in private practice, it is common for lawyers to leave the profession or elect to transition to a different role after a few years. This is partially because the skills you will gain in private practice are transferable to a number of different areas and are recognised as such by most organisations. If you choose to stay in private practice, the typical career progression is from graduate to lawyer to senior associate, and eventually to partner. This process may take between 10 to 15 years.

If you are interested in pursuing a career in private practice, you may wish to consider applying for a clerkship and graduate recruitment options offered by firms. Any other form of work experience at a firm will also be of great benefit.

## Quick Tip

The work undertaken in private practice usually falls into one of three categories:

**Litigation** is the law relating to disputes and dispute resolution.

**Transactions** is the law relating to transactions, business and commerce. This includes things such as restructuring, creation of trusts and transfer of property.

**Advisory** is the law relating to advising clients on how to best conduct their activities within the bounds of the law. This includes things such as drafting company policies.

You can specialise in one of these categories, and also specialise in a practice area. For example, a transactional contracts lawyer would help draft contracts, whereas a litigator specialising in contracts would represent clients in contracts disputes. Many lawyers engage in transactions, litigation and advisory at a junior level, however more senior and specialised lawyers will usually pick a category to pursue.

Some firms specialise in all three categories. These are often called 'full-service firms'. Smaller or boutique firms usually only offer one or two of these categories.

# PUBLIC LAW AND GOVERNMENT

## Government Advisory

### Key Takeaways:

- Provides an alternative to the legal profession whilst using your legal skills, such as communication, critical thinking and interpersonal skills.
- Some government departments have internal legal teams.
- Government departments are an excellent way to be involved in government operations without becoming a Politician.

To learn more about working in government advisory, the AULSS caught up with **Charlotte Valencic**, a graduate in the Australian Public Service (APS).

### How did you get to your current position?

As with most Government Graduate Programs, I went through quite a lengthy application process. I first applied online, then progressed to psychometric testing, a video interview, and then attended an in-person assessment centre run by the Department in Adelaide. Prior to my current position I clerked at a law firm in Adelaide for about 18 months and I had also done the South Australian Parliamentary Internship as a part of my International Studies Degree. These were the most relevant past experiences that helped me gain my current position.

### What does an average day in your role look like?

I am currently based in Corporate Governance and am working on rewriting a Department's Legislative Compliance Framework. My day-to-day job involves a lot of meetings with internal and external stakeholders, so I get to interact with different areas across the Department I work for as well as with other Government Departments. The Graduate Program I am undertaking includes a second rotation, so I am currently deciding between working in the Legal Division or in a policy-focused area. The Legal Division practices across a wide range of areas of law such as commercial, litigation privacy, employment, and freedom of information. *The APS is extremely flexible and has a wide range of opportunities which means you can hop in and out of legal roles. This is perfect for students who are unsure of which area they want to practice in, or if they want to practice at all.* There are many fields of work such as policy, corporate governance, and fraud investigation which attract law graduates but do not actually involve practicing.

### What would you recommend for students interested in working in the APS?

APS Graduate Programs are extremely competitive with thousands of applicants across Australia every year, so my advice would be to apply for all the programs that interest you instead of limiting yourself to just your top pick. You can always transfer laterally to another Department once you have completed the Graduate Program.

## Crown Solicitor and Public Prosecutions

The offices of the Crown Solicitor and the Australian Government Solicitor advise the state and federal governments on legal issues. The State and Commonwealth Departments of Public Prosecutions are responsible for prosecuting criminal and certain commercial offences. If you are interested in public law, you may also want to consider many related departments such as the Legal Services Commission, the Equal Opportunity Commission, the ACCC, and the AAT.

### Key Takeaways

- All employees are exposed to an array of experiences, from legal research to court appearances regularly, which develops a lucrative skill set.
- There are excellent promotional opportunities, within SA and nationally.
- You are able to use your legal skills in non-law jobs such as management and business.

*To learn more about working in government advisory, the AULSS Caught up with **Lesley Jayasuriya**, Appeals Clerk at the Crown Solicitor's Office.*

### What does an average day in your job look like?

Working as a clerk or paralegal in the Crown Solicitor's Office involves a great blend of research and procedural work on the complex issues faced by government agencies. As part of my role I am typically requesting documents from the court and SAPOL, drafting affidavits, filing documents at the Registry and researching grounds of appeal in criminal issues. However, one of the best parts of working at the CSO is that I have been able to work on matters that fall outside of my role such as tax and environmental prosecutions, and reviewing decisions of the Parole Board.

### How did you get your current position?

In all honesty, there was a lot of luck involved. I had some administrative experience working in government and applied for the summer clerkship program at the CSO. It just so happened that a vacancy had opened up in the specific team that I had expressed an interest in.

### What would you recommend to students interested in working in the CSO?

Although my opinion is slightly biased, I really do believe the CSO is the best environment to start your legal career in because of the constant support and mentorship you get from both seniors and juniors in the office. You will get the opportunity to work on a wide variety of challenging issues and I cannot recommend it more to anyone with an interest in the public sector. The best way to get a feel for working at the CSO is to definitely apply for the summer clerkship and/or PLT programs. In your application and interview, I would definitely recommend discussing not only your achievements but your areas of interest as well and tie them into the work of a particular section or team in the CSO. The expectations of a government lawyer are quite different to those of a private lawyer so I would recommend familiarising yourself with the precise differences and demonstrating your knowledge of this as well.

## University Public Law Internships

The University provides several internship opportunities in public law for interested students which help to get your foot in the door. Interested students should check out the Clinical Legal Education Program and the Parliamentary Internship Programs.

## Other Government Agencies

### Administrative Appeals Tribunal (AAT)

The AAT provides an independent merits review of administrative decisions. The AAT most commonly deals with areas of welfare, child support, migration, taxation, workers compensation and veterans' affairs. It is worth noting that there are some employment opportunities in the AAT for recent graduates, particularly in the form of Associate positions. The AAT does not have a Graduate or Internship program. However, the job vacancies are listed on their website at: [www.aat.gov.au/about-the-aat/working-at-the-aat](http://www.aat.gov.au/about-the-aat/working-at-the-aat).

### Attorney-General's Department (AGD)

The AGD delivers programs and policies to maintain and improve Australia's law and justice framework, as well as strengthen national security and emergency management. The AGD runs a Summer Internship Program, as well as an annual Graduate intake. For more information, visit the AG Department's website at: [www.recruitment.ag.gov.au/jobs/](http://www.recruitment.ag.gov.au/jobs/).

### Australian Communications and Media Authority (ACMA)

The ACMA ensures that Australia's media and communication legislation and regulations are upheld in the public interest. It seeks to develop a diverse and enthusiastic work force, as well as create an environment that contributes to professional growth. The ACMA does not have a Graduate or Internship program. However, the job vacancies are listed on their website at: [www.acma.gov.au/careers](http://www.acma.gov.au/careers).

### Australian Competition and Consumer Commission (ACCC)

The ACCC promotes competition and fair trade in markets to benefit consumers, businesses, and the community. They also regulate national infrastructure services. The primary responsibility of the ACCC is to ensure that individuals and businesses comply with Australian competition, fair trading, and consumer protection laws. The job opportunities at the ACCC can be found at [www.accc.gov.au/about-us/employment-careers](http://www.accc.gov.au/about-us/employment-careers).

### Australian Criminal Intelligence Commission (ACIC)

The ACIC aims to reduce the impact of serious and organised crime in Australia. It does this by understanding the criminal environment and determining how Australian law enforcement can respond. The ACIC is governed by its central values of integrity, accountability, innovation, courage and empowerment. The ACIC does not have a graduate or internship program. The job vacancies are listed on their website at: [www.acic.gov.au/about-us/careers](http://www.acic.gov.au/about-us/careers).

### Australian Defence Force (ADF)

The ADF consists of the Navy, Army and Air Force. All sectors of the ADF offer positions as Legal Officers, who advise commanding officers. These positions involve many areas of law, which can include criminal, civil, international, constitutional, commercial, environmental and employment laws. The ADF has an annual Graduate intake. For more information, visit the ADF's website at: [www.defencejobs.gov.au/students-and-education/graduate-entry/](http://www.defencejobs.gov.au/students-and-education/graduate-entry/).

### **Australian Government Solicitor (AGS)**

The AGS provides legal advice to the Commonwealth Government. It functions as a commercial law firm and employs over 400 lawyers. The AGS has an annual Graduate intake. For more information, visit the AGS' website at: [www.ags.gov.au/employment/graduate-employment.html](http://www.ags.gov.au/employment/graduate-employment.html).

### **Australian Law Reform Commission (ALRC)**

The ALRC is a federal agency that reviews Australia's laws to ensure they provide appropriate access to justice for all Australians by making laws and related processes more equitable, modern, fair and efficient. The ALRC has undergraduate Internship positions available. For more information, visit the ALRC's website at: [www.alrc.gov.au/about/careers](http://www.alrc.gov.au/about/careers).

### **Australian Prudential Regulation Authority (APRA)**

APRA is the regulator of the Australian financial industry. APRA predominately regulates banks, insurance and superannuation industries. Positions are open to those in a range of professions, including law, accounting, economics and finance. The APRA has an annual Graduate intake. For more information, visit the APRA's website at: [www.apra.gov.au/career-opportunities](http://www.apra.gov.au/career-opportunities).

### **Australian Securities and Investment Commission (ASIC)**

ASIC regulates Australia's corporate and financial services. They help to ensure Australia's economic wellbeing by regulating relations between businesses, investors and consumers. ASIC has an annual Graduate intake. For more information, visit ASIC's website at: [careers.asic.gov.au/graduates-program](http://careers.asic.gov.au/graduates-program).

### **Australian Security Intelligence Organisation (ASIO)**

ASIO's main responsibility is to respond to domestic threats to Australia's security, specifically in relation to politically motivated violence and acts of foreign interference. This primarily involves the collection and analysis of data. The ASIO has an annual Graduate intake. For more information, visit ASIO's website at [www.asio.gov.au/careers.html](http://www.asio.gov.au/careers.html).

### **Australian Secret Intelligence Service (ASIS)**

ASIS is Australia's national foreign intelligence agency. ASIS aims to protect Australia from individuals or organisations outside of Australia by collecting and analysing secret intelligence. ASIS has an annual Graduate intake. For more information, visit ASIO's website at: [www.asis.gov.au/Careers/Roles-and-Vacancies/Graduate-Program/Overview.html](http://www.asis.gov.au/Careers/Roles-and-Vacancies/Graduate-Program/Overview.html).

### **Australian Tax Office (ATO)**

The ATO is Australia's principal revenue collection facility. It oversees taxation and superannuation, ensuring that the community fulfils their obligations in these areas in full compliance. The ATO has an annual Graduate intake. For more information, visit ATO's website at: [www.ato.gov.au/About-ATO/Careers/](http://www.ato.gov.au/About-ATO/Careers/).

### **Crown Solicitor's Office (CSO)**

The CSO, through the Attorney-General, provides a range of legal services to government ministers, agencies and departments, including: legal advice and representation, negotiating commercial contracts, drafting and producing legal documents, counsel for the conduct of summary prosecutions and Magistrate's appeal, native title claims management, land conveyancing, and investigation services. The CSO has an undergraduate clerkship at the Commonwealth level. Additionally, they have an annual Graduate intake as well as Practical

Legal Training placements available in South Australia. For more information, visit the CSO's website at: [www.agd.sa.gov.au/justice-system/crown-solicitors-office/cso-employment](http://www.agd.sa.gov.au/justice-system/crown-solicitors-office/cso-employment).

### **Department of Foreign Affairs and Trade (DFAT)**

DFAT aims to advance the interests of Australia and Australians internationally. It provides foreign and trade policy advice to the government and works with other government agencies to coordinate Australia's pursuit of its global, regional and bilateral interests. DFAT has an annual Graduate intake. For more information, visit DFAT's website at: [www.dfat.gov.au/careers/Pages/careers](http://www.dfat.gov.au/careers/Pages/careers).

### **Department of Prime Minister & Cabinet (DPMC)**

DPMC is a central Commonwealth agency. Its role is to provide advice to the Prime Minister and the Cabinet about the main issues regarding public and government administration in Australia. DPMC has an annual Graduate intake. For more information, visit DPMC's website at: [www.pmc.gov.au/pmc/careers/graduate-careers](http://www.pmc.gov.au/pmc/careers/graduate-careers).

### **Director of Public Prosecutions - Cth (DPP)**

The Commonwealth Director of Public Prosecutions is responsible for prosecuting alleged offences of Commonwealth law, and depriving offenders of the proceeds and benefits of criminal activity. The aim of the DPP is to provide an effective national criminal prosecution service to the Australian community. The DPP does not have a graduate or internship program. The job vacancies are listed on their website at: [www.cdpp.gov.au/careers](http://www.cdpp.gov.au/careers).

### **Director of Public Prosecutions - SA (DPP)**

The DPP is a statutory office which initiates and conducts criminal prosecutions in the Magistrates, District and Supreme Courts of South Australia. The DPP has an undergraduate Clerkship, an annual Graduate intake and Practical Legal Training placements available in South Australia. For more information, visit the DPP's website at: [www.dpp.sa.gov.au/about-us/careers-and-student-placement/](http://www.dpp.sa.gov.au/about-us/careers-and-student-placement/).

### **Reserve Bank of Australia (RBA)**

The RBA is the Central Bank of Australia. It aims to maintain the country's economic stability and executes monetary policy. Its objective is to contribute to currency stability, full employment and the economic welfare of the people. The RBA has undergraduate internship programs available, as well as an annual Graduate intake. For more information, visit the RBA's website at: [www.rba.gov.au/careers/graduate-careers/](http://www.rba.gov.au/careers/graduate-careers/).

### **The South Australian Civil and Administrative Tribunal (SACAT)**

SACAT is a state tribunal that assists people in South Australia in the resolution of issues within special areas of law, either through agreement at a conference, conciliation/mediation, or through a decision of the Tribunal at hearing. SACAT also conducts reviews of Government decisions. SACAT have an annual Graduate intake. For more information, visit SACAT's website at: [www.sacat.sa.gov.au/about-sacat/working-at-sacat](http://www.sacat.sa.gov.au/about-sacat/working-at-sacat).

### **Other Government Departments**

For information about availabilities at other government departments check out the following websites:

- Australian Government Jobs [www.apsjobs.gov.au/s/](http://www.apsjobs.gov.au/s/)
- I Work for SA [iworkfor.sa.gov.au/](http://iworkfor.sa.gov.au/)

# IN-HOUSE COUNSEL

## Key Takeaways

- Must possess broad range of commercial legal expertise
- Informs decision-making process within a large corporation
- Strong knowledge of the industry is important
- Some graduate opportunities however most start with private practice

Large companies are increasingly employing lawyers as permanent members of their staff rather than outsourcing their legal work to firms. In-house counsel must possess a broad range of legal expertise with an emphasis on intellectual property, tax, equity, corporate governance and compliance law. A key part of their role is to inform the decision-making process within the business. As such, they must not only have a sound knowledge of the law but also a keen awareness of the commercial realities faced by the company.

In-house counsel typically works within large corporations, such as banking, accounting, communication providers and mining corporations. There are also opportunities to work in niche areas beyond traditional professions – for example, elite fashion houses like Tiffany & Co. are employing in-house counsel to deal with intellectual property law matters. Some of these companies have graduate programs for lawyers who have just completed their studies. However, in-house counsel are more commonly experienced lawyers who already possess a broad range of skills which will benefit the business.

Ultimately, in-house counsel must have a comprehensive understanding of the respective business and industry as a whole. Students who are looking to combine their legal knowledge with a passion for an industry outside of the law may be suited to this career path. Such students may consider completing a double degree (ideally in economics, finance or commerce) to broaden their commercial knowledge. While at university, it may be advantageous to participate in both legal clerkships as well as business internships to provide a broad foundation of business experience. After graduating, students may wish to pursue an in-house graduate program or work as a solicitor within a law firm, working towards eventually transitioning to in-house counsel work.

Many solicitors chose to move to an in-house counsel role as this offers them an increased work life balance. However, students should also note that a downside of these positions is potential isolation from other lawyers, if you are the sole counsel for a business.

# THE JUDICIARY

## Key Takeaways

- One of the most prestigious roles within the profession
- Appointed after working as a barrister or solicitor
- Important to be impartial and separate personal beliefs from the law
- Judges only appointed when another resigns/retires

The Judiciary is responsible for legal interpretation and objective decision making. The most empowering part of the Judiciary is the expectation to uphold an impartial judgement of the law, irrespective of the personal beliefs of the judges. Depending on the court, judges are appointed by the state or federal Attorney General. Judges are usually only appointed when an existing judge resigns, therefore few lawyers are invited to take on roles in this profession. Judges are usually chosen from highly experienced barristers and solicitors.

Judges are usually appointed to serve in lower courts before they are promoted to higher courts within Australia.

## Importance of Impartiality

Impartiality is of paramount importance for any court. The separation of the Judiciary from the executive and the legislature helps to ensure that the law is interpreted without vitiating factors influencing a decision. This rigorous process allows for consistency and fairness across Australia, and ensures the legal system is representing society at large, rather than individuals. To further ensure impartiality, Judges have tenure until the age of 70, at which point they must retire. Judges receive a judicial pension.

# WORKING AT THE BAR

## Key Takeaways

- Barristers work for themselves effectively running their own business
- Briefs (cases) are referred to you by solicitors
- Most work in chambers with a group of other barristers to share business costs
- Intense workload - prioritising is important

*To learn more about working at the bar as a barrister, the AULSS caught up with **Enzo Belperio**, barrister at Bar Chambers, to discuss life at the bar.*

## What is your current role and how did your career trajectory lead you to where you are now?

I'm a barrister at Bar Chambers. I work across broad areas, but mostly commercial and civil. I have a good mix between appearing myself, junioring senior counsel, and written work (for example, opinions and pleadings). After university I worked as an Associate for Justice Gray in the Supreme Court for two years, Lipman Karas for three years, and DMAW for four years. I was never 100% sure I would go to the bar but it was a possibility in the back of my mind. I was keen to get plenty of experience as a solicitor first and then see where things headed. Although I really enjoyed being a solicitor, eventually I realised being at the bar would allow me to spend more time on the work I enjoyed most – preparing for and appearing in Court.

## What are the most challenging and most rewarding aspects of working at the bar?

I was very nervous about going to the bar as you are running your own small business, and was worried that I wouldn't get any work. However, I've been lucky to receive lots of interesting briefs. There is a lot of variety day to day between the types of matters and the people I work with – on each matter you become part of a new team with the solicitors briefing you.

The workload can be intense, but I have become better at prioritising and scheduling. Being surrounded by good people in Chambers – although we all operate independently – has been a great support and there is a strong sense of collegiality. I also employ university students as research assistants, as I find their input really helpful and enjoy taking on a mentoring role.

## What recommendations would you give to students aspiring to work at the bar?

Develop skills in the areas of law you are interested in by working with and learning from good people. Don't feel like you're in a rush to get advocacy experience – there's plenty of time for that and the more important thing early on, in my opinion, is learning to become a good lawyer. Build good relationships with your colleagues. Also, over time when you brief different barristers you may get a feel for different chambers where you might consider working. Talk to people, and keep in touch – this way they can let you know if a spot in chambers becomes available.

### Language Tip

**Solicitor** a lawyer who works directly with clients. Solicitors can appear in court for small hearings; however, they usually instruct a barrister to represent the client in court on their behalf.

**Litigator** commonly refers to a lawyer who specialises in litigation (disputes). This may be used to describe a solicitor or a barrister.

**Barrister** a lawyer who spends most of their time in court, or preparing for court. Barristers usually do not interact with clients as much as solicitors. Barristers usually work in chambers. Barristers are also called counsel. Special Counsel (SC) and Queens Counsel (QC) are titles used to demonstrate excellency in this field.



# PRACTICE AREAS

# ALTERNATIVE DISPUTE RESOLUTION

## Key Takeaways

- Cheaper and quicker process of resolving disputes outside of court
- Strong interpersonal skills required

Alternative Dispute Resolution (ADR) is a term that encompasses the variety of ways in which disputes may be resolved outside of the court system. Resolving disputes through the courts is increasingly a costly, inconvenient and is a slow process. As such, ADR is an important component of the law as it enables parties to avoid the process of litigation and can lead to more amicable outcomes.

An ADR lawyer must have a variety of different skill sets, including an understanding of the particular area of law, strong interpersonal skills and the ability to communicate with the client or other parties without judgement. Students interested in alternative dispute resolution will develop these skills in the compulsory course of Dispute Resolution and Ethics (LAW 3501). Additionally, AULSS competitions, such as the Negotiation Competition, are very helpful.

# BANKING AND FINANCE LAW

## Key Takeaways

- Complex framework of commercial laws
- Often advise major banks or financial institutions
- Must understand complex issues quickly
- Double degree of finance/commerce well suited to this area

Banks and financial institutions are subject to a complex framework of laws. Banking and finance lawyers assist their clients to navigate these regulations on a domestic and global scale. Banking and finance lawyers often advise the major banks or financial institutions. Some of this work may include: negotiating financial agreements, advising on mergers and acquisitions, changes to capital structure or liquidations, and liaising with regulators to ensure compliance such as the Australian Prudential Regulatory Authority, Australian Competition and Consumer Commission, Australian Securities Exchange and Australian Securities and Investments Commission.

Skills relevant to banking and finance include the ability to understand complex issues quickly, commercial knowledge, an aptitude for working under pressure, and strong communication skills. While you can learn on the job, students with a double degree in commerce, finance or economics may be more suited to this area. Work experience in the financial sector will also provide a great advantage for you in beginning a career as a banking and finance lawyer. Most large commercial firms will have banking and finance teams, so if you are interested in this area you may wish to consider applying for a clerkship at a commercial firm.

# CORPORATE ADVISORY LAW

## Key Takeaways

- Advising clients on business or trade issues
- Can involve high-stake transactions
- Good commercial knowledge is essential
- Strong problem-solving skills are necessary

Corporate advisory law is a general term that encompasses advising clients on issues arising in business or trade. This process may include many of the practice areas in this section, such as banking and finance, tax, litigation and alternative dispute resolution. However, some of the most significant issues in corporate advisory include mergers and acquisitions, corporate restructures, capital raisings or insolvency.

Corporate advisory can be challenging, as high-stakes transactions often involve quick deadlines and the management of many different teams (sometimes from different firms) simultaneously. However, it can also be very rewarding. Corporate advisory is broad, and lawyers can choose

to specialise in an area of interest. Further, junior lawyers in corporate teams are often given significant responsibility and client-facing roles early on in their career.

Corporate advisors managing transactions need a clear interest and understanding of the nature of the business undertaking the transaction. Strong problem-solving skills are necessary, and attention-to-detail is paramount. The corporate teams of most large commercial firms will focus on corporate advisory, so interested students should consider a clerkship with a commercial firm. Interested students should also consider commercially focused electives, or completing a double degree in finance, commerce or economics.

*To learn more about corporate law in practice, the AULSS caught up with **Daina Marshall**, a Lawyer at MinterEllison, to hear about her summer clerkship in corporate advisory.*

## What was your experience like in corporate advisory at MinterEllison?

My experience in corporate involved tasks such as preparing and reviewing contracts, drafting correspondence for clients, and research. I developed my teamwork and communication skills in a professional setting, and found that my attention to detail, planning and problem-solving skills significantly improved. Observing the relationships between clients and more senior staff, such as partners and senior associates, was interesting - a lot of trust

and ongoing communication is involved in maintaining a solid, reliable relationship between the firm and its clients. The way the senior staff deal with clients is something I definitely hope to build on and learn for myself in the future.

## What would you recommend to students interested in working in corporate advisory?

I would recommend that students wishing to work in corporate advisory obtain and maintain strong business acumen. The

work in corporate advisory is diverse, but there is no substitute for a strong, general commercial awareness. Whether this is reading the Australian Financial Review or listening to an informative podcast, understanding the business world will help you greatly in understanding the context of clients' legal transactions.

I also recommend that students seek work experience or get involved in

extracurricular activities that demonstrate an interest in the corporate and commercial world. This could include student societies or getting some experience in a commercial environment, such as a Big 4 accounting firm. In my experience, first and foremost, HR are looking to see if you are interested and will be engaged in the work that the firm does, rather than looking for superstars!

## CRIMINAL LAW

### Key Takeaways

- Lawyers work to ensure best interests of client are achieved
- Overarching duty to the Court
- Can be confronting but also very rewarding
- Criminal lawyers usually work in smaller specialised firms

Criminal law is a fascinating area of law where you see an interplay between technical, legal, procedural and evidentiary issues intersecting with human behaviour, emotions and psychology. Criminal lawyers must be dedicated and committed legal professionals with a high level of integrity and ethics to ensure the best interests of their client are being adequately represented, whilst remembering their overarching duty to the Court and the administration of justice.

*To learn more about criminal law in practice, the AULSS caught up with **Martin Anders**, Barrister at Edmund Barton Chambers.*

### What is your current role and how did your career trajectory lead you to where you are now?

I am currently self-employed as a barrister at Edmund Barton Chambers. I accept briefs from solicitors in South Australia and occasionally from interstate. I practice primarily in the area of criminal however this takes me into many and varied areas including criminal prosecutions in industrial settings, Coronial Inquests, consumer law, and liquor licencing.

I volunteered at Aboriginal Legal Rights Movement during the end of my time at Adelaide University, and thereafter secured a GDLP placement with the Legal Services Commission. I then secured employment with a small criminal practice where I remained for some years working as a criminal solicitor and advocate. This provided me an opportunity to develop my advocacy skills, primarily in committal proceedings and summary trials. Thereafter, I joined the Office of the State Director of Public Prosecutions as prosecuting counsel, prosecuting state offences on behalf of the Director in the superior courts. It was during my years at the

DPP that I became a competent trial advocate, dealing primarily with jury trials in the District Court.

I was then employed by the Federal Government in the Regional Assistance Mission to the Solomon Islands, where I worked as a public defender. As part of the Regional Assistance Mission the Australian Government funded both a prosecuting authority and a public solicitor's office to deal with the adjudication of serious offences that had arisen during a period of civil unrest, commonly referred to as the ethnic tension. Following a 2-year period, spent primarily defending serious criminal offending in the High Court of the Solomon Islands, I returned to join the independent bar and became a member of Edmund Barton Chambers.

### What skills and attributes do you think are essential for a successful career in criminal law?

A successful career in the criminal law requires empathy for all persons affected by the process as a starting proposition; tempered always by common sense and an ability to exercise objective judgment. Thereafter a dedication to the task and a degree of determination is required to both prosecute and defend.

A thorough knowledge of applicable legislation and legal principle, skill as an advocate and competency in legal drafting are essential to any successful career in the law. These skills must accompany your empathy and determination, without them the emotive component will have no meaningful effect.

### What recommendation would you give students inspiring to work in a criminal law field?

Engage in volunteer work. Not necessarily as a research assistant in barristers' chambers, albeit this is a viable path. Working at the coalface as it were, in organisations such as Community Legal Services, the Legal Services Commission and the Aboriginal Legal Rights Movement, provides an excellent starting point for a career in the criminal law. There are also many private criminal practices in South Australia that will embrace an offer from a suitably qualified student to engage in work experience.

## EMPLOYMENT LAW

### Key Takeaways

- Constantly changing area of law - lawyers need to keep up with frequent legislative and technological updates
- People-focused area
- Strong interpersonal skills needed
- Clerkships at commercial firms are beneficial experience

Lawyers who work in employment law deal primarily with the relationship between employees and employers. This is a constantly changing area of law which requires practitioners with a strong knowledge of contract law as well as the statutory framework which guides employment conditions in Australia. It is a people-focused area which aims to balance the (often competing) interests of employees with the commercial goals of their employers. Employment lawyers usually work closely with human resources departments to provide

employment conditions which benefit both businesses and employees whilst ensuring that the company complies with its obligations under the broader employment law framework. The most effective employment lawyers have strong interpersonal skills, and are able to assist clients during the stressful conditions surrounding employment disputes. They will also have a strong knowledge of corporate and commercial law so that they can pre-empt any commercial issues arising for the business as a result of employment disputes.

Most large commercial firms have teams specialising in employment law. Employment law teams often work on specific issues arising in the employment context, or advise on the employment law perspective of larger transactions such as the sale or acquisition of the company. Smaller and boutique firms also have employment lawyers. As such, students interested in employment law should consider applying for clerkships at commercial firms as they near the end of their degrees. It may be helpful for students interested in employment law to work in an office environment while they study to get a sense of what the day-to-day interactions between employers and employees is really like.

## ENVIRONMENT AND PLANNING LAW

### Key Takeaways

- Affects the broader population as well as business practices
- Covers issues from air and water pollution to city planning
- Promote development projects whilst protecting the environment
- Commercial clerkships in environment and planning groups are beneficial

There is increasing concern for environmental protection throughout the world. Environmental challenges are affecting the broader population as well as business practices. This area of law concerns the rules and procedures which must be followed by individuals and businesses wishing to commence a whole array of development activities in South Australia (and the consequences which arise when the procedures are not followed). Environmental law is a widespread field covering issues from air and water pollution to climate change and city planning. There are no exemptions of size, location, or industry.

Planning law is largely governed by statute and disputes are usually heard in the Environment, Development and Resources Court. This body of law is designed to strike a balance between the need to promote legitimate and prosperous development projects, whilst protecting the environment and maintaining Australia's environment and wildlife.

Aspiring environmental and planning lawyers should understand the underlying social, political and economic issues behind resource allocation and development and how natural resources can be used in a sustainable, yet productive, manner. This may also open up additional employment opportunities outside of the traditional lawyer role. For example, you might consider a position in State government in the Department of Environment and Water, Mining and Energy, or the Commonwealth Department of Environment and Energy. Or, consider applying for commercial clerkship positions within environment and planning practice groups or an internship with the Environment Defenders Office South Australia.

# CONSTRUCTION AND MAJOR PROJECTS LAW

## Key Takeaways

- Intersects with other areas of law e.g. contract law and commercial law
- Ability to work in large teams is required

Construction and Major Projects involves any legal issue related to the construction of buildings and infrastructure. Work in this area can be both transactional or litigious work. This area of law intersects with a number of other areas of law such as contract law, commercial law, planning law, employment law and torts.

Construction and Major Projects lawyers can work on a variety of matters with a large number of interested parties including: infrastructure projects for roads, public transport, hospitals, public amenities, as well as industry-specific projects, such as those related to gas production and hydroelectric plant developments. On the transactional side, Construction and Major Projects lawyers are required to negotiate and draft agreements between property companies, landowners, builders, architects, engineers, contractors and subcontractors. Furthermore, to see a project through to fruition, construction lawyers will work in collaboration with lawyers and other professionals in project finance and property development to complete any necessary due-diligence, gain project funding and so on. Contentious practice comes into play as disputes often arise in this area of law at any stage during construction or after completion.

Students wishing to practice in this dynamic and complex area of the law will be well equipped by developing interpersonal skills and an ability to work in large teams made up of people from many different backgrounds.

# FAMILY LAW

## Key Takeaways

- Commonly relates to property settlement or children's issues
- Can be confronting and emotional
- Good people skills required
- Advocacy is an important element of practice

Family law is a unique area of law, where a combination of 'hard' and 'soft' legal skills is essential. Given the Family Law Act 1975 (Cth) is in the Commonwealth jurisdiction, family lawyers appear in the Federal Circuit Court and Family Court. Most work conducted by family lawyers

may be categorised as either relating to property settlement or children's issues. All family law involves engaging with clients experiencing some degree of emotional turmoil, therefore quality communication skills and the ability to be pragmatic and

firm, whilst still being respectful and empathetic, are vital.

Whilst only a limited number of positions are available, family lawyers with at least 5 years of experience can apply to be recognised as an Independent Children's Lawyer ('ICL'). An ICL is often appointed by

the Court in cases relating to children's issues, and are well respected advocates tasked with representing the best interests of the child. You may wish to consider the elective subjects Family Law (LAW 2512) and Alternative Dispute Resolution (LAW 3525).

*To learn more about family law in practice, the AULSS caught up with **Sriyani Partridge**, Senior Associate Solicitor at Hume Taylor & Co.*

### **What does an average day in your job look like?**

Most days I will either have Court, client meetings or mediation/conferences to attend. In between those appointments I am busy drafting documents or responding to correspondence. Every day brings different challenges and there is never a dull moment in Family Law. Most work is urgent and it is important to respond to matters as they arise as they are always evolving.

### **What advice do you have for students wanting to pursue your area of law?**

It is important to have good 'people skills' and to be able to adapt your persona to meet your individual client's needs. Confidence is important however it must be balanced with empathy for your client's needs.

### **What are the most exciting and most challenging aspects of practicing in family law?**

Being able to assist people, at what for many will be the most challenging time in their lives, can be incredibly rewarding. At the same time, it is the most challenging part of our job - you have to manage your client's emotions and expectations of what they consider is right and fair against what a Court might consider just and equitable. Family law can be an emotionally draining area of law to work in and you often see the worst side of people in these situations. Consequently, it is important to be mindful of your own mental health and to maintain professional distance from your client. It is important to balance empathy and understanding for your client's circumstances, with a pragmatic level-headed stance to ensure you achieve the best results.

### **What are some of the skills, qualities and attributes required to be a good family lawyer that you would recommend to aspiring students?**

When dealing with children's issues, we are negotiating over a client's greatest achievement: their child. Parents can be very single minded in these matters and it is our job to remove the emotion from the negotiations and to counsel our clients on the range of outcomes they may achieve. Setting clear expectations for clients and keeping them informed as their matters progress is imperative. I believe great communications in non-technical language is also important. Most clients have never been through a separation and this may also be the first and only time they have ever dealt with a lawyer. Family law clients need a common sense approach and most clients need counselling to understand that in family law, parties do not have rights to anything. There is a process which must be followed to achieve the most reasonable outcome possible. I often tell my clients if they come away not completely happy and the other party comes away not completely happy, then the result was probably a 'fair' outcome.

# INTERNATIONAL LAW

## Key Takeaways

- Private IL clients are usually multi-national companies or high-wealth individuals
- The public sphere can relate to humanitarian law and human rights law
- Can lead to many prestigious careers both in Australia and overseas
- Consider applying for various internships to gain experience/exposure

The scope of international law opens up a variety of different career opportunities. Lawyers can work in 'private' or 'public' international law.

## Private International Law

Private international law involves legal issues arising as a result of transnational transactions, or commercial activities in different jurisdictions. Clients in private international law are often multi-national companies or high wealth individuals. Lawyers working in this field are highly skilled and require a strong knowledge of the law in multiple jurisdictions or countries. Lawyers working in this field are often licenced to practice in multiple countries. It also commonly involves working with legal teams overseas. Disputes in private international law are often solved through arbitration.

## Public International Law

Public international law is a broad area of legal practice. Within this diverse field, two notable areas are International Humanitarian Law and International Human Rights Law. International Humanitarian Law (IHL) deals with the law of armed conflict. Careers in the field can range from working as a legal officer with the Australian Defence Force to working with the International Committee for the Red Cross. IHL is certainly touched upon in International Law. For students with a keen interest in IHL, the IHL moot is an amazing opportunity to gain some exposure to this area of law. Alternatively, a great way to get involved in the field of Human Rights Law is the University's Human Rights Internship Programme (LAW 3514).

If you are interested in working internationally, there are a variety of opportunities available ranging from working in humanitarian law or development work to private practice in other countries. You may consider applying for the following internship programs to gain some experience and exposure.

## Key Organisations

### Human Rights Watch

Human Rights Watch is a non-profit, non-governmental human rights organisation. Human Rights Watch is known for its accurate fact-finding, impartial reporting, effective use of media, and targeted advocacy, often in partnership with local human rights groups. Each year, Human Rights Watch publishes more than 100 reports and briefings on human rights conditions in some 90 countries, generating extensive coverage in local and international media.

### **International Chamber of Commerce**

The International Chamber of Commerce is the world's largest business organisation working to promote international trade, responsible business conduct and a global approach to regulation to accelerate inclusive and sustainable growth to the benefit of all.

### **International Court of Justice**

The International Court of Justice is the principal judicial organ of the United Nations. In accordance with international law, the Court's role is to settle legal disputes submitted to it by States and to give advisory opinions on legal questions referred to it by authorised United Nations organs and specialised agencies.

### **International Criminal Court**

The mandate of the International Criminal Court involves investigation and trials of individuals suspected of committing crimes that are considered grave by the international community, namely: genocide, war crimes, crimes against humanity and crimes of aggression.

### **International Monetary Fund**

The International Monetary Fund (IMF) is an organization comprised of representatives from 189 countries. The IMF works to foster global monetary cooperation, secure financial stability, facilitate international trade, promote high employment and sustainable economic growth, and reduce poverty around the world.

### **United Nations**

The United Nations is the principal intergovernmental organisation tasked with maintaining peace between states and fostering action towards global concerns. Their work touches every corner of the globe and focuses on the promotion of a broad range of fundamental issues including sustainable development, environmental protection, disaster relief and mitigation, civil rights, counter-terrorism and the disarmament and non-proliferation of weapons of mass destruction. The United Nations also has a number of sub-organisations which independently run their own internship programs, including: the UN Development Programme, the UN Children's Fund, the UN Populations Fund, the UN Office for Project Services, the UN Refugee Agency and the UN Environment Programme.

### **UNICEF**

UNICEF is the peak United Nations body concerned with the promotion and protection of children worldwide. Operating in more than 190 countries, UNICEF's primary mission is to advocate for children's rights and increase youth accessibility to education and healthcare.

### **World Bank**

The World Bank is an international financial organisation that is tasked with funding state capital projects by providing loans. The organisation itself is comprised of five separate subsidiary organisations who provide capital with the ultimate goal of reducing global poverty.

### **World Trade Organisation**

The World Trade Organization (WTO) is the sole intergovernmental organisation concerned with the rules of trade between member states. The WTO acts as the facilitator, regulator and enforcer of trade agreements and negotiations between a large majority of the world's trading nations. The aim of the WTO as a whole is to enable efficient trade between its member states whilst promoting an effective reduction of trade barriers globally.

# LITIGATION

## Key Takeaways

- Involves resolution of disputes through court or ADR methods
- Most disputes are resolved before trial through negotiation, settlement or ADR
- Must carefully explain to and advise clients about litigation
- Good communication and practical understanding skills required
- Solicitors working in litigation often liaise with barristers

To learn more about litigation, the AULSS caught up with **Benjamin Hutchins**, a Lawyer at Thomson Geer.

## Can you tell us a bit about litigation and your role?

Commercial Litigation involves the resolution of disputes between parties through in or out of court means. In the early years of my law degree, my understanding of litigation was largely informed by courtroom scenes in shows like 'Suits' and 'The Good Wife'. While appearing in court is a significant aspect of litigation, the reality is that most disputes are resolved before trial through negotiation, mediation or other ADR mechanisms. As a consequence of that, much of a litigator's work involves tasks such as: collating and understanding the facts, corresponding with opposing lawyers and preparing proceedings by drafting pleadings, preparing affidavits and compiling evidence.

Litigators are also tasked with explaining the litigation process to their client. It's always useful to remember that, for most clients, litigation is not the 'norm' and is often a stressful and foreign concept.

I work as a lawyer in the Dispute Resolution (litigation) practice at Thomson Geer, one of the largest commercial law firms in Australia. My role is varied but includes: appearing in court, providing written and oral advice, drafting correspondence and pleadings and working directly with counsel (barristers), clients and colleagues to resolve commercial disputes.

## What are some of the highlights and challenges of working in litigation?

Litigation can be a challenging but (in my view) extremely rewarding area of law to practice. One of the highlights of working in litigation is the sheer variety of matters that you are exposed to. Over the past 6 months, I've had the opportunity act on disputes including: a multinational oil and gas joint venture arbitration, the sale of a defective passenger aircraft and the defence of a tertiary education provider against regulatory prosecution.

Each matter that you work on, particularly in a developed commercial practice such as Thomson Geer, is different and calls on you to apply different aspects of your legal and

commercial knowledge. For that reason, the work is always challenging and almost never gets boring.

Another highlight of litigation is the level of responsibility that is generally placed on junior lawyers. It is not uncommon for junior lawyers to run meetings with clients, discuss proceedings directly with counsel or appear in court on their client's behalf.

One aspect of litigation which can be challenging is the tight deadlines which must be met. Most litigation is impacted by court ordered deadlines and/or client need. This can result in pressure to work quickly while still being thorough and considered.

### **Top tips for students wanting to work in your practice area?**

#### **1. Communication**

Communication skills, particularly the ability to communicate contextually and concisely, are important. For example, you have to adopt a very different communication style when you are explaining an issue to your client as opposed to your barrister. Students can demonstrate their communication skills through their resume and cover letter. Write in succinctly and avoid 'fluff'. Communicative experience can also be demonstrated by participation in team sports, retail or hospitality work, negotiation or mooted competitions or any other experience that involves dealing with people.

#### **2. Practical commercial understanding**

Perhaps more relevant for commercial practice, it is important to have a general understanding of the broader economy and the factors that inform business decisions. The pre-trial resolution of disputes is often based on 'commercial' factors, in addition to legal merit. It is therefore important to be able to demonstrate commercial problem-solving skills and the ability to think outside the box. Students can develop these skills by being broadly well read, obtaining life experience (travel/work) and keeping up-to-date with current affairs. If applying for clerkships at Thomson Geer, you'll be able to demonstrate this at our clerk cocktail evening. Otherwise, firms often base a question around it in formal interviews.

# MERGERS AND ACQUISITIONS

## Key Takeaways

- Deals with consolidation or sale of companies through financial transactions
- Complicated when working with international clients and companies
- Balance client's legal interests with commercial outcome they want
- Must make deadlines and abide by them as part of a team

Mergers and Acquisitions (M&A) is a general term used to describe a specialised area of commercial law that deals with consolidation of companies throughout various types of financial transactions. This area of practise is governed by several different laws, regulations and customs. This is further complicated when working with international clients and companies.

Working as a M&A lawyer usually involves drafting documents and deeds for the sale or restructure of a business. Additionally, lawyers spend a lot of time conducting due diligence on behalf of the purchasing company. When working for large corporate clients, M&A lawyers will have periods where the workload is high. Active transactions are a very busy time for this kind of lawyer. Therefore, most firms have teams who work together to undertake these tasks under time pressure.

Interested students should develop their knowledge of commercial and corporate law. In addition, this kind of lawyer must have a strong commercial acumen so that they can serve their client's best financial interests whilst also protecting them from any legal backlash. The AULSS also runs a Mergers and Acquisitions Competition in semester 2 which develops students' skills and experience in this area.

# PROPERTY LAW

## Key Takeaways

- Popular, practical and secure area of law
- Intertwines a broad range of other fields within law e.g. corporate or contract law
- Most large corporate law firms have property teams
- Consider applying for commercial clerkships

Property law relates to assisting clients with navigating their rights and obligations in dealing real property. In the commercial context, property lawyers may advise on transactions such as drafting and renewal of leases, development planning, and the acquisition or disposal of land. Often property lawyers will work with other teams on large commercial transactions. On a smaller scale, property lawyers may assist everyday people (opposed to larger businesses and corporations) with the legal processes surrounding purchasing or selling homes, or tenancy disputes, and often work as (or with) licensed conveyancers.

### Language Tip

A **conveyancer** is a person qualified to transfer property titles from one person to another. Many conveyancers are also solicitors, but a law degree is not required to be a conveyancer.

Property law involves preparing contracts, collating documents, researching specific issues and working with elements of tax and regulatory law. It intertwines a broad range of fields within the law, such as contracts, equity, dispute resolution, environment and planning, and construction law.

Most large corporate law firms contain property or real estate teams, so interested students should consider applying for a commercial clerkship. There are also a number of small firms that specialise in property law that you may consider contacting directly.

## PERSONAL INJURY LAW

### Key Takeaways

- Involves physical/psychiatric injury to a person (through negligence etc)
- Largely distinct areas of law
- Important for seeking justice for clients
- May be confronting at times due to client's injuries suffered

Personal injury law refers to matters involving physical or psychiatric injury to a natural person. This area of practice often falls within the realm of civil tort cases, but can also include no fault or strict liability schemes such as workers' compensation. Claims in personal injury may arise in a myriad of circumstances, including: workplace incidents, motor vehicle accidents, accidents in a public place or upon someone's property, and during medical treatment. Many practitioners choose to specialise their practice, as each are largely distinct areas of law.

*Medical negligence is an example of one of these distinct areas. The AULSS was grateful to chat with **Ester Huxtable**, Special Counsel at Hume Taylor & Co.*

### What is your current role and how did your career trajectory lead you to where you are now?

I currently work as Special Counsel at Hume Taylor & Co. where I specialise in complex medical negligence (particularly birth-injury) and severe personal injury matters. I was admitted to practice in Tasmania in February 1979 and have practiced ever since! I moved to South Australia with my husband in 1986 and joined Clelands Solicitors where I took over the practice of a departing solicitor. Amongst his files was a birth-injury claim of both child and mother. This was my first medical negligence claim and although it was not an easy fight, I enjoyed the challenge and had great satisfaction in what I achieved. I then had great success working on very large cerebral palsy cases. They were all fought hard, so you just had to put on your battle gear and fight back even harder.

### What are some of the greatest highlights and challenges of working within the medical negligence field?

The biggest fight in medical negligence claims is over liability, closely followed by the fight over causation. As a plaintiff lawyer, you are often up against the doctors' huge insurance firms or the Crown representing the hospitals - defendants that have deep pockets. Across my career, I have only had 3 birth-injury matters where liability has been admitted - two were early on in the action and the last was nearly 20 years after the birth. Don't expect that medical negligence claims can be considered a 'quick turn-around' jurisdiction! Only one matter in my career was not difficult - I had to obtain only one expert report, there was no mediation, and proceedings were only required to seek Court approval of the \$5m-plus settlement.

Reaching a good result that ensures your client will have the money necessary to cover all their needs and care for the rest of their life gives you incredible satisfaction. Mothers of injured children talk, and you become known as someone who knows what they're doing, cares and is prepared to fight for them. And you often form a special bond with these people. After working on a birth injury claim that settled after 16 years (virtually outside the Court door), I received a call from J asking if he could name his puppy after me! That was 13 years ago, and he still calls me every Christmas and Mother's Day.

### What skills and attributes do you think are essential to a successful career in this field?

Don't give up and stick to your guns - you must be persistent, committed and strong. You need to know what the experts are talking about - do your research. Never take what an expert says at face value; make sure you go to the articles they refer to in their reports and read those references for yourself, digest them and make sure you understand the science. Don't just rely on what the expert is telling you an article has said. Make sure you read all of the hospital and patient records, and make sure you actually know their contents.

## PRIVACY AND DATA PROTECTION LAW

### Key Takeaways

- Rapidly developing area of law
- Requires thorough understanding of statutes in Australia and overseas
- Understanding the commercial impact of regulation on clients

Privacy and Data Protection Law is a rapidly developing area of law which will only continue to become more important in the future. This area of law involves a thorough understanding of the relevant statutory regimes in Australia as well as overseas. Furthermore, lawyers in this field should have a good understanding of the commercial interests of their clients.

*To learn more about these areas of law the AULSS caught up with **Joel Lisk**, a Lawyer in the corporate and commercial teams at Cowell Clarke Commercial Lawyers.*

### **How did you get to your current position?**

I started at Cowell Clarke at a Law Clerk while in the final year of my law degree and have remained in the corporate and commercial teams since then. One of the major benefits of working in an Adelaide-based firm is the opportunity to sample different areas of work and communicate with the senior lawyers you work with about the areas of law and practice that interest you. As a consequence, I have had the opportunity to work in the area of privacy and data protection laws. This is in addition to other practice areas that focus on the interactions between businesses and consumers such as competition and consumer law.

### **What does an average day in your job look like?**

As I work across a range of different practice areas, every day is different. When looking at privacy and data, one day I can be reviewing client instructions and considering their website and practices to advise them on their Australian privacy law obligations, and the next I can be assessing how the regulation of personal data in Europe impacts software agreements between companies in other parts of the world.

Much of the work in this area is based around assessing and understanding the goals of your client, what they are trying to achieve with their technology, how they are going about it, and then how this fits in with the relevant law. This makes every piece of advice different and allows you to appreciate some of the innovative ideas and software that companies are developing. The handling and treatment of personal information is part of numerous different business activities, so I get to see a range of different types of transactions and commercial arrangements.

### **What advice do you have for students wanting to pursue a Career in Privacy and Data Protection Law?**

These are areas of law that you might not get the opportunity to directly study while at law school. If this is an area of interest, being aware of the developments in the field and having a strong grasp of statutory interpretation and contract law are essential. It is also important to understand how laws in other countries might apply to your clients and impact on their business operations – especially with some of the more complex regulations being based in Europe.

### **What are the challenges of working in Privacy & Data Protection Law?**

One of the biggest challenges when working in this area is appreciating and understanding the flow of information and data. Even when you have Australian-based clients, it is common for them to use service providers and software based on other countries which can make it hard to determine what law applies and what your clients are trying to achieve. Remaining across these new technological developments and how businesses are run online can be one of the most difficult aspects of working in privacy and data protection law.

# SPORTS LAW

## Key Takeaways

- Deals with contract law, torts, intellectual property, employment law and property law
- Ranges from working in-house in a sports club to advising in a boutique law firm
- Interpretation and drafting of contracts are vital

Sports, be it professional or recreational, plays a fundamental role in the Australian community, culture and lifestyle. Sports law practitioners deal with a variety of areas of law, including contract, intellectual property, torts, and employment. Given the significant revenue-raising power of sports, and the often high-paying environment sportspeople are a part of, the need for legal boundaries and clarifications is vital to promote the advancement of the industry and advocate fairness.

Pursuing a career in sports law can mean working anywhere from a sporting club, to advising in a boutique law firm. Predominantly, the scope of a sports lawyer's duties, regardless of the setting, will deal with the interpretation or drafting of commercial contracts. This may include assisting players entering into contracts, and advising on the operation of existing contracts or sporting codes when clubs are restructured, reorganised or in times of conflict. Another commonly covered area is intellectual property law, regarding sponsorships and the use of trademarks. Finally, sports-related injury claims and legal liability disputes are issues which often tackled by sports law practitioners.

# TAX LAW

## Key Takeaways

- Heavily regulated area of law, constantly evolving
- Highly detailed an analytical field
- Clients range from individuals to government departments to banks or large businesses
- A clerkship at a commercial firm helps build necessary skills

Taxation law primarily relates to determining and minimising the tax liabilities imposed by state, federal or international taxes. This may include income tax, superannuation, capital gains tax, fringe benefits tax, payroll tax and stamp duty. Tax is an area of law that is highly technical and constantly evolving, particularly given its vulnerability to the political climate and ever-changing policy considerations. However, as taxation is an integral part of the function of government, tax law is a very secure and stable area of commercial law.

Tax lawyers advise clients on compliance with the complex laws and regulations, either in their general day-to-day affairs or in the context of large business transactions such as

acquisitions or restructuring. This often involves close cooperation with other teams within firms and the client themselves. Tax lawyers also assist with managing auditing or tax litigation.

A career in tax may provide students with opportunities to work with clients from a range of different fields such as government departments, banks or private firms and organisations. Taxation teams are prominent in most large commercial firms. A clerkship at a commercial firm would provide students with invaluable exposure to a number of fields, tax law included.

*To learn more about tax law, the AULSS spoke to **Lisa Christo**, Associate at NDA Law.*

### How did you get to your current position?

Whilst I was a university, I began work experience as a permanent part time clerk in the costs department of a large commercial law firm. I developed an interest in tax during my commerce degree and after completing the income tax law elective at university. I took advantage of a great start in a large law firm and managed to get some work experience with a tax partner who later asked me to join her as a junior lawyer when she started her own boutique commercial law firm. I now specialise in commercial law, tax and estate planning.

### What does an average day in your job look like?

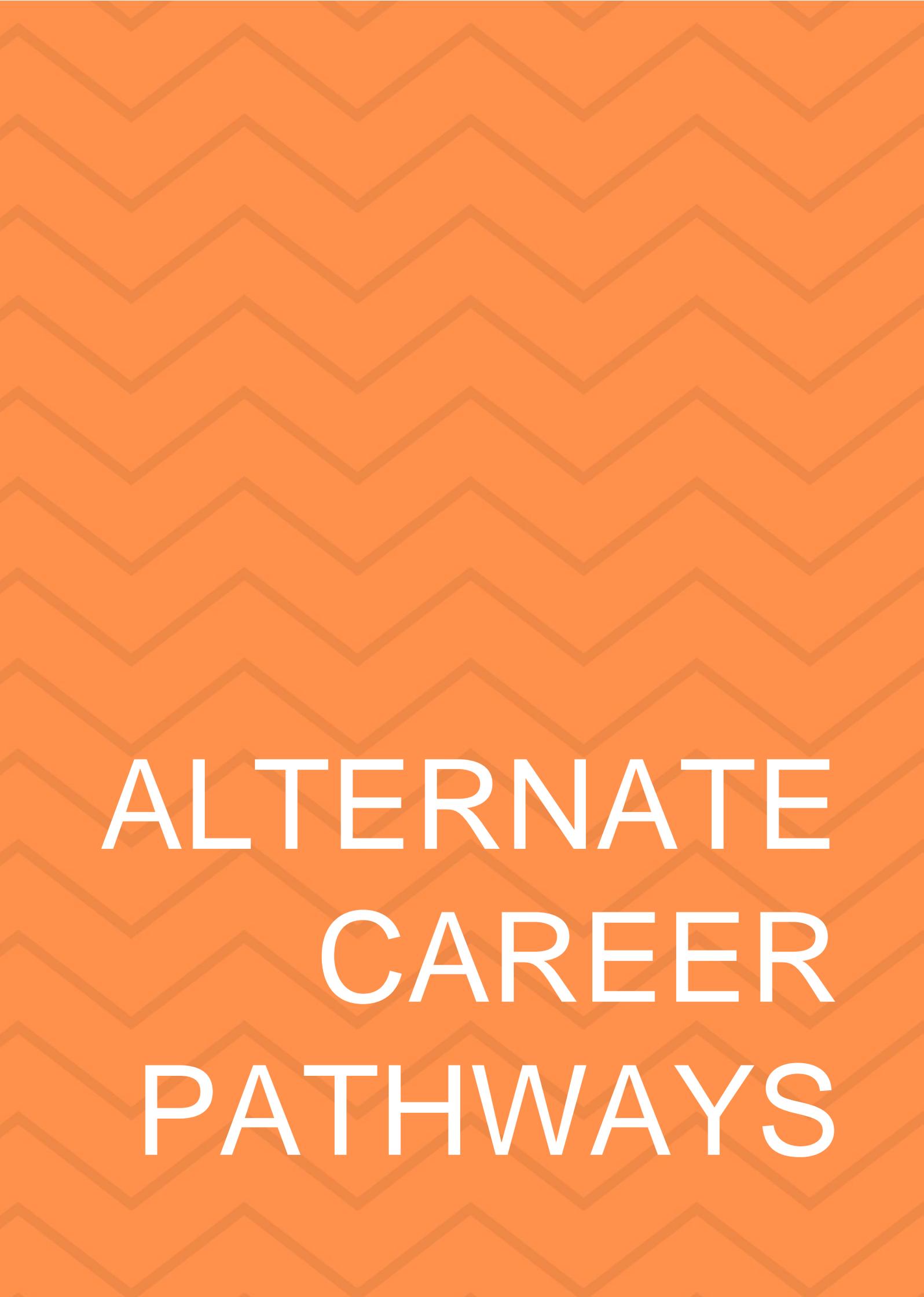
Tax law primarily relates to determining and minimising the tax liabilities imposed by state, federal or international taxes. Practising in this area can include:

- advising clients about the most tax effective methods of restructuring business;
- engaging in private ruling applications, objections and litigation with the ATO;
- advice regarding compliance with complex laws and regulations; or
- advising clients about tax consequences of transactions relating to superannuation.

Transactional tax matters also require general commercial knowledge so an average day involves engagement with commercial teams and keeping up to date with commercial law developments.

### What advice do you have for students wanting to pursue tax law?

Students who engage with and enjoy legal research and in-depth analysis will be well suited to tax law, as it is a very vast and complex area of law. Students who wish to practice in this area will also need to develop a skill of communicating complex concepts in plain English, to provide clients with practical and useful advice. Work experience is always favourable as it provides students with invaluable exposure to a number of areas of law and an understanding of practical application of law. Students should consider work experience in traditional law firms but also government departments, banks and private organisations. Although it is not essential, undertaking a commerce degree or the income tax law elective is helpful for a basic understanding of tax concepts.



# ALTERNATE CAREER PATHWAYS

# ACADEMIA

## Key Takeaways

- Rewarding opportunities to contribute to legal thinking and reform
- Allows for personal learning and skill development
- Higher study such as a Masters or PHD is essential
- Perfect if you have an interest in legal theory
- Consider research assistant opportunities, Adelaide Law Review or Law Reform subjects

A career in academia presents a unique opportunity to make an impact upon the legal system and our theoretical understanding of the law. While the practice of law can be a deeply rewarding experience, what drives a practitioner is obtaining the best result for their clients. For academics, the reward comes from the opportunity to contribute to wider legal thinking, law reform and policy development. This presents an opportunity for immense personal learning and development.

Further, this field facilitates personal development through learning and communicating knowledge to the wider public and the next generation of legal professionals.

If you have a keen interest in legal theory or simply enjoy the far-reaching learning experience that researching in law offers, there are many opportunities available to foster a career path towards academia. The University of Adelaide often promotes opportunities to work as a research assistant on major funded projects, teaching opportunities such as PASS leadership, and a range of courses centred upon analytical and critical thinking, research and writing, such as Adelaide Law Review and Law Reform.

*To learn more about a career in academia, the AULSS caught up with **Dr Bernadette Richards**, Associate Professor at the University of Adelaide.*

## How did you end up in academia?

I came to academia via a somewhat convoluted path, I started out my University life with a dream of making a theatrical mark on the world and studied theatre arts. Gradually reality intruded and I decided to become a teacher, I really enjoyed teaching English and Drama at a rural South Australian school but decided quite quickly that it was not something I was going to enjoy doing for my whole professional life. I then joined the RAAF as an Education Officer and developed my skills in the adult education and training area. My final role in the Airforce was as the Aide to a senior Officer and I thoroughly enjoyed the operational aspect of that job and the challenges it offered me. After that, I was looking at moving into a more administrative role and decided that once again, it was time to pick up and move on to something new. That was when I returned to University and studied Law and it was also there that I finally found my intellectual passion which was for medical law. I had always enjoyed sharing the educational journey with students and now I found that I enjoyed research and the law so it was a logical step to move into the University environment. I began my academic life here writing research websites but persistently pursued my goal of teaching and researching – and that is how I found academia (or maybe academia found me!)

### What are the most rewarding and challenging aspects of your job?

The most rewarding aspect of my job is being able to share my passion about health law and ethics, I enjoy researching it and then sharing that knowledge. I also really enjoy working with students and helping in the understanding of the law. A challenge is that the job never ends, it is work without boundaries and it is challenging at times to strike a balance.

### What advice would you give students wanting to pursue academia?

I would recommend a more direct path than mine but equally, I would recommend that you follow what truly interests you and will drive you to success. You need to be able to immerse yourself in research, indeed ***there is now an expectation of having a PhD (I completed mine while I was working full time, but today I would not have been able to get a job without one)***. If you are truly aiming for an academic career you will need to undertake a research dissertation to qualify for a PhD and develop your research skills.

## MANAGEMENT CONSULTING

### Key Takeaways

- Assists organisations, including businesses, government bodies and not-for-profits
- Provides opportunities to travel both domestically and overseas
- Problem-solving skills tailor-made for each client is required

Management consultants assist organisations including businesses, not-for-profits and government bodies, with solving their biggest problems in order to improve performance and increase the value they are delivering to their stakeholders. Consulting is not a new industry but has grown and evolved considerably with the evolution of enterprise around the world. With many new challenges facing clients on a daily basis, such as the evolution of technology, management consulting provides a wide variety of work across different industries. Additionally, working for medium to large consulting firms provides opportunities to travel both domestically and overseas.

A background in law combined with other experiences such as extracurricular activities and non-law electives can assist those interested in a management consulting career. At its core, consultants are problem-solvers who need to provide tailor-made solutions to resolve their client's problems. These are skills that law students learn throughout their degree. Additionally, the ability to effectively communicate with clients and stakeholders is vital in consulting. This is a skill that most law students develop, especially by engaging in extracurricular activities and competitions.

**Whilst there are no specific subjects or experiences that pertain to becoming a good candidate as a junior or intern consultant, many firms like to hire well-rounded candidates with many different experiences.** The qualities and knowledge that firms look for may vary widely, depending on the firm's culture and its offerings to its clients, so make sure you do your research and be interested and engaged in a firm you apply to.

To learn more about consulting, the AULSS spoke to **Alexander von der Borch**, President, 180 Degrees Consulting Adelaide.

### **How did you get to your current position? Did you always plan to pursue consulting?**

I got to my position as President by working hard, staying committed, and enjoying the work. It takes both your heart and mind to progress in a not-for-profit. Your ability to do the work is just as important as both your desire to help and your alignment to the purpose of the organisation. It is also a matter of teamwork. No one gets far alone, and without the exceptional guidance and continued support of my predecessors and my peers, I would not be in the position.

### **What does an average day in your role look like?**

There is no 'average day' as a volunteer for such a unique organisation. As a Consultant, there are endless roles within a team, which all vary depending on the project on which one is working. However, critical thinking, defining, breaking down and analysing problems, and finding unique, creative, and value adding solutions for the Client are some consistent items in the job description for 180 Degrees Consultants. As President, I spend most of my time leading the Executive, supporting the Teams and Team Leaders, and equipping the organisation to be as agile and knowledgeable as possible. This involves significant time reading articles and literature from organisations such as HBR, the Henderson Institute and McKinsey Institute.

### **What are the most challenging and exciting aspects of your role?**

The most challenging aspect of being a volunteer within 180 Degrees Consulting is overcoming the unique differences within the non-profit sector. Many non-profits have limited resources, limited time, limited staff, and limited money. One reason it is so challenging is the absence of quality research in the industry. This means that most data collection for a topic will generally need to be original, which comes with its own set of challenges. However, all the challenges are overshadowed by the intrinsically rewarding nature of the work. This is the most exciting thing about the role: the opportunity to genuinely help and add value to the great organisations that help our communities.

### **What advice do you have for students wanting to pursue consulting?**

My advice would be to focus on what you enjoy and see where it takes you. The world is an ever-changing place, so knowing what you enjoy and being good at it will always be valued, and will provide you with satisfaction in your career.

## **Organisations you might want to check out**

- Accenture
- Bain & Company
- Boston Consulting Group (BCG)
- Deloitte
- EY
- Kearney
- KPMG
- L.E.K. Consulting
- McKinsey & Company
- Mercer
- Oliver Wyman
- PwC

# FINANCIAL SERVICES

## Key Takeaways

- Large employer of law graduates
- Many firms will subsidise costs of GDLP and CA for employees
- Electives like Income Tax law, Corporate Insolvency and Succession will be useful

## Professional Services

Professional services organisations, including the Big 4 (EY, PwC, Deloitte and KPMG) are a large employer of law graduates, especially those with a double degree in Commerce, Finance or Economics. Graduates are employed to deliver services to a range of clients including ASX 200 companies, private organisations, and government departments and agencies. Typical services performed by financial services firms include Auditing, Tax consulting and Advisory. Some firms also have small, but fast-growing legal practices and are viewed as being growing forces within the legal industry.

A career in financial services can provide opportunities to work and live interstate and overseas, and generally provide more global mobility options compared to legal practice. Many firms will also subsidise the costs of completing professional qualifications such as the GDLP and the Chartered Accountants (CA) program as well as ongoing memberships of these professional organisations.

Many employers offer vacationer programs to students in the penultimate year, and some have one- or two-day programs for pre-penultimate students as well. These are a great way to gain experience and often lead to early offers of graduate employment. Some smaller firms also offer undergraduate job opportunities similar to part time clerkships where students can work in the field whilst studying.

Graduates employed in auditing are generally required to have a degree in Accounting, however service lines such as tax and advisory employ a more diverse range of degrees. Electives such as Income Tax Law, Corporate Insolvency and Succession can be of use for graduates looking to work in Tax, while Advisory graduates work across such a large range of projects and industries that they will quite possibly draw on their knowledge from every subject.

## Banking

Banks, including the Big 4 Banks (Westpac, Commonwealth Bank, ANZ and NAB) and their associated subsidiaries, are another big employer of law graduates. Most of the opportunities exist at their head offices in Sydney and Melbourne, though there are some Adelaide based opportunities in Consumer and Business banking.

# INVESTMENT BANKING AND CORPORATE ADVISORY

## Key Takeaways

- Involved in a wide variety of M&A and capital market transactions
- Requires strong interest in finance
- Highly competitive field
- Roles available Australia wide and globally

In corporate advisory, firms provide advice on mergers and acquisitions, capital market transactions and restructurings. A junior banker is expected to support senior bankers by creating presentations, financial analyses and marketing material.

A finance degree is not required to work in corporate advisory. However, it is important to have a genuine interest in finance and to be up to date with financial news from sources such as The Australian Financial Review and The Financial Times. In addition, successful candidates have a strong academic background, prior work experience and extracurricular activities involvement. Technical knowledge – such as accounting – is also required for large firms. Due to the competitive nature of the industry and limited available roles, it can be beneficial to gain experience at boutique firms first. Consider calling or emailing these firms to ask for work experience because they do not have a formal application process. Equally, corporate clerkships can be useful in gaining exposure to the industry.

Firms can be divided into the Big Four professional services firms, Australian corporate advisory firms and global investment banks. The daily work at all three is very comparable, however, the transaction sizes and services provided vary. For example, the global investment banks work on larger transactions and are available to provide clients access to capital markets. Below is a list of the firms with formal application processes.

*I interned in the Metals and Mining team at J.P. Morgan during the winter and summer break. I had the opportunity to assist with transactions for some of the largest mining companies globally. It has solidified my interest in investment banking, and I would recommend this opportunity to anyone interested in corporate finance! – Shahkar Faiz*

### Big Four professional services firms

- Deloitte – Financial Advisory (Australia wide)
- EY – Transaction Advisory Services (Australia wide)
- KPMG – Deal Advisory (Australia wide)
- PwC – Deals (Australia wide)

### Australian corporate advisory firms

- Flagstaff Partners (Melbourne)
- Grant Samuel (Sydney, Melbourne)
- Gresham Partners (Sydney, Melbourne)
- Luminis Partners (Sydney)

### Global investment banks

- Bank of America (Sydney, Melbourne)
- Citi (Sydney, Melbourne)
- Credit Suisse (Sydney, Melbourne)
- Deutsche Bank (Sydney, Melbourne)
- Goldman Sachs (Sydney, Melbourne, Perth)
- Greenhill & Co (Sydney, Melbourne)
- J.P. Morgan (Sydney, Melbourne)
- Jefferies (Sydney)
- Lazard (Sydney, Melbourne)
- Macquarie Group (Sydney, Melbourne, Perth)
- Moelis Australia (Sydney, Melbourne)
- Morgan Stanley (Sydney, Melbourne)
- Nomura (Sydney)
- UBS (Sydney, Melbourne)

# LEGAL AID

## Key Takeaways

- Consists of legal advice, representation and education
- Legal advisors operate a free telephone helpline
- Great way of ensuring equal access to representation for all citizens
- Involves informing individuals/groups about their legal rights and obligations

The Legal Services Commission of South Australia ('LSC') is the peak body dedicated to assisting South Australians understand and exercise their legal rights. It is an independent body established under the Legal Services Commission Act 1977 (SA), funded by the State and Commonwealth governments. The key services provided by the LSC may be categorised as legal advice, legal representation, and education.

## Legal Advice

Legal advisors operate a free telephone advice service called the Legal Helpline, an online Legal-Chat service, and offer free half-hour legal advice appointments on matters concerning many areas of law. Advisors in these roles have an understanding of a broad range of legal topics, whilst also exercising empathy and pragmatism given their high-level of client engagement.

## Legal Representation

Legal representation is facilitated in numerous ways by the LSC. Parties who receive grants of legal aid can be represented - in relation to criminal law matters and some family law matters - by LSC in-house lawyers or external lawyers who are on the Legal Aid panel. The LSC also has Duty Solicitors at the Magistrates Courts on a daily basis, offering free, on-the-spot legal advice and representation. Often the Duty Solicitor is the very first person an alleged criminal will meet after being arrested, so a strong and firm, yet approachable character is essential. Under the Criminal Law (Legal Representation) Act 2001 (SA), the LSC is obligated to provide legal representation to persons alleged to have committed serious indictable offences, irrespective of whether they would ordinarily qualify for legal aid funding – this means the LSC often run some of the biggest and most complex criminal legal trials in the State. Another Duty Solicitor program, funded by the Commonwealth Government, is run at the Federal Circuit Court to assist in family law matters. The LSC also has an in-house team of well-qualified Independent Children's Lawyers who work tirelessly to ensure the best interests of the child are represented.

Further, the LSC has a small but dedicated team working on administrative law matters relating to immigration, Centrelink, and Guardianship Orders – often appearing at the AAT and SACAT.

## Education

The Community Legal Education team run a multitude of education programs, seminars and workshops for the community. The education team aims to inform individuals and groups about their legal rights and obligations. Some of the ongoing programs include: Young People and the Law, Migrant legal education, the Disability Justice program, and the Law for Community Workers program. The CLE team is also responsible for publishing the much-loved and well-used Law Handbook, and a range of publications which can be seen on the LSC website under the education tab. Graduates may wish to consider a position as an Advisor or Duty Solicitor with the LSC as these positions enable graduates to gain real-life, hands-on experience from the outset of their working life in the profession. Additionally, the LSC runs a Summer Clerkship Program and limited PLT placements.

For more information about the LSC, visit their website at: [lsc.sa.gov.au](http://lsc.sa.gov.au).

# MEDIA AND MARKETING

## Key Takeaways

- Offers a wide range of opportunities
- Can lead to careers in journalism, television and publishing
- Internships are great experience, through the University Career Hub
- Electives such as Media Law and IP Law are of great use

A career in media and marketing can be an exciting pathway for law graduates and offers a wide variety of opportunities.

## Media

In media, law graduates have gone on to have careers in journalism, television, print media and publishing. Many law graduates also go on to work in marketing related fields such as advertising sales and public relations. Common entry pathways into media include gaining experience in journalism through writing for student publications such as The Hilarian or On Dit, freelance work and internships. A good entry pathway to marketing is through internships, many of which can be found through the University's Career Hub. Opportunities in advertising sales can be found with major advertising platforms such as Newspapers, Television Broadcasters and Social Media organisations, as well as with advertising agencies.

Whilst many law graduates taking these career paths have a double degree with Media, Arts or Marketing, law electives such as Media Law and Intellectual Property Law can be of great use. These subjects provide graduates with knowledge of the legal frameworks which are relevant to these roles and provided graduates with additional skills over those who have not studied a law degree.

## Marketing

Marketing is the process of promoting a business and its products. The daily role of a marketer differs dramatically depending on the business that they are servicing. However key tasks often include:

- Developing marketing strategies
- Identifying and targeting key demographics
- Conducting market research
- Advising on product design

Marketing caters to those with skills ranging from creative to highly analytical. While a specific degree is required to land a role in marketing, the jobs outlined in the media section also provide useful skills for those interested in marketing. Interested students should work on developing their verbal and written communication skills and gaining experience through internships in this field.

# NGO'S AND INTERNATIONAL DEVELOPMENT

## Key Takeaways

- Presents an invaluable opportunity for career and personal growth
- Great chance to show future employers where you stand out from others
- Opportunities in Adelaide and internationally
- Fantastic-learning experience to create genuine connections
- Relates to real-world problems, even in the international sphere

Work experience with non-governmental organisations (NGOs) presents a uniquely invaluable opportunity for career and personal growth. The broad banner 'NGO' presents a diverse range of experiences ranging from a more legal and advocacy focus to more traditionally 'developmental' roles. Such experiences include provision of legal assistance and representation, community education either locally or abroad, research positions, project assistance, fundraising organisation, or ad-hoc administrative tasks.

There are a myriad of opportunities available so if you're just getting started on the search for more experience to boost that CV don't fret! Your ability to commit yourself to such opportunities will however be dependent upon your time, finances and own criterion of selection. Regardless of what you choose, any of the options available will provide you with a fantastic learning experience and a great way to create a genuine connection with people.

By presenting yourself for work with NGOs and international development agencies across the globe, you are putting your best foot forward. It is a fantastic chance to show future employers what areas you are passionate about and where you stand out from the other candidates.

Gaining experience in the field is truly invaluable. It provides insight into what you have been reading in the textbooks, making these issues more understandable within the 'real-world' context. This nuanced knowledge of the issues you will soon be tackling is invaluable. The physical manifestation of your hard work in the community is extremely rewarding professionally and personally.

## Opportunities in Adelaide

### Women's Legal Service

The Women's Legal Service (WLS) is a specialist community legal centre with a focus on women. The WLS positions itself within a feminist political framework and provides legal services to women in need, whilst also maintaining a commitment to community education and outreach to regional and remote areas. The WLS accepts volunteers for administration work, legal advice and legal information. There are two volunteer intakes in January and July, and hours and positions can be negotiated within the organisation.

### Southern Community Justice Centre

The Southern Community Justice Centre (SCJC) is a free legal service committed to providing initial and ongoing advice, representation and referrals to eligible clients. The service is primarily provided

for those who are unable to pay for a private solicitor, but do not qualify for legal aid funding, and reside in the southern suburbs.

The SCJC provides assistance across a variety of legal issues including family law, criminal law, child support services, and some civil and employment law matters. As such, it gives student volunteers the opportunity to develop a basic understanding of how these areas of the law may work in a practical sense.

### **Aboriginal Legal Rights Movement**

The Aboriginal Legal Rights Movement (ALRM) is a not-for-profit and independent Aboriginal Community Controlled Organisation. ALRM has a particular focus on incarcerated individuals of the Aboriginal or Torres Strait Islander communities.

The non-for-profit's primary aims are to:

- Relieve poverty
- Alleviate to a certain extent the consequences of their dispossession and social misfortune
- Provide hope and justice within the community through use of the law.

Student volunteer opportunities are available with common roles including office administration, law and research clerkships, community legal education, book-keeping and financial counselling.

### **Justice for Refugees SA**

The organisation was formed in 2002 as a response to rising concern within the community regarding the unfair treatment of refugees and asylum seekers by the Australian Government. Justice for Refugees SA aims to promote community support and compassion for refugees and asylum seekers by prioritising assistance in the citizenship process and attainment of resident visas. The organisation also seeks to end offshore detention and processing through campaigning.

Justice for Refugees SA provides short and long-term volunteer opportunities that can be found on their website: [justiceforrefugeessa.org/support/](http://justiceforrefugeessa.org/support/). Any current positions will be listed on their 'support' page as referred to above. While waiting for an official listing, ask where help is needed! Contact the office on (08) 8210 8171 or send your CV and transcript in an emailing outlining your interest in volunteering to [info@justiceforrefugeessa.org](mailto:info@justiceforrefugeessa.org)

## **Opportunities Abroad**

While there are many available volunteer and internship positions available in Adelaide, overseas opportunities are also highly desired by students. By opening yourself up to experiences outside of Australia, you expand your search field and give yourself a better chance of securing that position.

### **Funding**

Most of these options are on a volunteer basis and subsequently will need to be funded by the student. The University of Adelaide and the Australian Government recognises that this is an investment into your future and as such there are a number of loan or grant options available. The university allows you to apply for an OS-HELP loan twice throughout your university career which will be added to your HECS debt. Your application is not a guarantee that you will receive these funds however, so make sure you have other means if this does not eventuate.

The New Colombo Grant (NCP) is another initiative by the Australian government that assists students studying or taking part in internships in the Indo Pacific region. For more information about funding, please visit [www.adelaide.edu.au/study-overseas/funding](http://www.adelaide.edu.au/study-overseas/funding)

### Action Aid!

The aim of this organisation is to promote and enhance women's rights across the globe. Their work is expansive, ranging from transforming trade rights for women, to stopping a coal mine projects in South Africa that would impact women's rights, to petitioning for a human rights watch dog. Working across 45 countries, they partner with many local women's organisations to facilitate the most effective implementation and promotion of women's rights and have programs in 14 countries across the world from Myanmar, to Philippines, to Uganda and Bangladesh. Becoming a volunteer means organising events and campaigns for the issues that matter, engaging and educating people about the issues, and to take action against injustice. Adelaide has its own Action Group and you can simply become a volunteer by emailing!

### The Intern Group

Offering placements across the globe all year around, The Intern Group works alongside leading companies, NGO's and governments internationally to combat a range of international issues. Specifically, tailoring programs according to your course and your interests whether it be business, hospitality, finance, engineering, or journalism, they offer opportunities to either intern abroad or volunteer abroad. These placements can range from 3-4 weeks, to 7-12 months, or just the summer break. These opportunities have to be applied for and are generally self-funded, unless a scholarship is available (depending on the provider, the location, and duration) but generally accommodation, tours, visa support, and career training are provided, as well as 24/7 support.

There are a range of programs that are centred on a specific location and these are easily accessible and great experience.

### Australian Consortium for 'In-Country' Indonesian Studies (ACICIS)

ACICIS (Australian Consortium for In-Country Indonesian Studies) runs a study/intern program for both Development and Law students. The course outlines for both can be found on their website:

ACICIS runs both a short-term practicum through January-February each year, as well as a semester long exchange program.

**Practicum Program:** During the practicum, students from universities across Australia undertake 2 weeks of intensive Indonesian language classes, subject specific seminars, and field trips. For Law students, this is in association with Atma Jaya University in Jakarta, while development students are based out of Sanata Dharma University in Yogyakarta. For the remaining four weeks, each student is placed in a law firm, government department, organisation or NGO. These internship placements are based off of preferences that the student submits upon application. All available internship opportunities are listed on the website with a bio of the type of work expected at each for perusal before choosing your preference.

NB: Part of your application will include an eligibility check and application for a \$3,000 NCP grant to assist with the cost of the program.

**Semester Immersion:** The Law Professional Practicum is still fairly new compared to ACICIS other programs. As such, the semester immersion is only available for development students (DSIP). This program is hosted by Gadjah Mada University in Yogyakarta running from August – December. It involves either an eight-week field work module, or eight-week professional placement with a local community-based organisation. The DSIP has been designed for students with no existing Indonesian language skills, language classes will be a component of your learning assessment while in the country. For more information please visit: [www.acicis.edu.au/programs/semester/development-studies-immersion-dsip/](http://www.acicis.edu.au/programs/semester/development-studies-immersion-dsip/).

NB: Part of your application for the program will include an eligibility check and application for an \$8,000 NCP grant to assist with the cost of the program.

*I took part in the Law Professional Practicum this summer and was placed in a legal aid organisation, with a primary focus on death penalty litigation and human rights advocacy. I was able to work alongside Ricky Gunawan, the leading expert on the death penalty in Indonesia, and during my time with the organisation produce a report on the Bali 9 Constitutional decision as well as co-author an article regarding the legality of sex work in Indonesia. It was a highly rewarding experience that I would recommend to law students with a keen interest in foreign affairs. - **Natasha Slater***

### **Vietnam Study Tour**

This is a three-week study tour run in winter school where students will gain an enhanced understanding of Vietnam's aid architecture and the specific contextual challenges of the national and localised development. The DEVT3004EX course is worth three units for International Development degree and has been consistently listed as a closed elective.

*I took part in this winter course in my second year of uni and absolutely loved it! Kelly at Scope Global organised the itinerary and it was absolutely packed with a diverse range of field experiences. During the three weeks we were given a broad overview of 'development' in tourist cities such as Ha Long Bay and Ho Chi Minh City, quieter cities such as Hue and Hanoi, as well as spend a few days exploring nature in regional tours near Da Bac. It was great to be able to pair theory with a practical, real-world example and I feel very lucky to have developed some great friendships along the way. **Billie Jones***

### **Coffey Institute Internship**

The DEVT2010EX course is a six-unit internship program run within the International Development program. The internships are offered as both Summer and Winter intensive as well as over semester 1 and 2. There is a formal application process that does consider academic merit in its process that Thomas Wanner, as course coordinator will decide on.

## **Applying for opportunities**

### **Can I just send in an application even without a listed opening?**

Most organisations in this field throughout Adelaide welcome student volunteers to assist with their incredible workloads. Look at the websites of a handful of places that you are interested. Some will have a page specifically for a registering of interest while others will have listed contact emails you can write to directly. Send them an email outlining your interest, attach your CV and transcript and just see what they come back with. Make sure you are clear about what you want out of the experience, and what time you have available to give.

### **Is it too early in my degree to be applying?**

It is never too early to start building your experience. While some organisations may be more inclined to give opportunities to those further along in their university career, most presume that you won't be an expert in the field as an undergraduate and will start you at the basics. So, apply anyway, even if you don't think you'll get it.

### **Who do I talk to about self-directed internships?**

The law school provides internships through their own courses where coordinators pair students up with various organisations and law firms. However, if you are looking to gain credit for an independent internship like those listed above, you will need to gain approval from the faculty. It is best to send them an email, that way they have time to look into it and you have the approval in writing.

### **How do I get credit for my internships?**

Send the law school an email to check that you can definitely get the credit. This is usually awarded on your transcript as an 'unspecified transfer credit' which means that it won't affect your GPA.

# POLITICS AND LOBBYING

## Key Takeaways

- Well-suited for those who enjoy policy making or current affairs
- Diversity of jobs such as being an elected MP, industry lobbyist or working in a political campaign
- Recommended to get involved in political clubs at University and participate in student elections
- Look into the University's Parliamentary Internship Programs

Working in politics is well suited for those who enjoy policy making, are involved in current affairs, and want to represent the community. The open-ended nature of politics means that there is a diversity of jobs, including being an elected member of parliament, providing research or advice to members of parliament, or assisting in campaign management and promotion. A member of parliament can expect to deliver speeches, attend meetings, vote on legislations and negotiate. During an election period, campaigning and advocating your party's policies to the community and the media are all opportunities attached to a career in politics.

Unlike other law careers, getting your foot in the door in politics can be a lot easier. This can be as simple as getting involved with political clubs at university and participating in student elections. It is also worth considering joining your favoured political party and their associated clubs. Graduates hoping to pursue a career in politics will benefit from understanding aspects of parliamentary procedures and public law matters in a number of the core courses covered throughout their law degree. Undertaking a double degree with a Bachelor of Arts majoring in International Studies or Politics will certainly help progress your career as a politician. Interested students should also look into the University's Parliamentary Internship Programs

*In order to learn more about politics and lobbying, the AULSS caught up with Adelaide University graduate **Leighton McDonald-Stuart**, who has previously worked for Senator David Fawcett and is now an analyst & Company Secretary at Grain Producers SA.*

## How did you get your position in lobbying and your past role working in politics?

I'm currently working in political advocacy for SA's grain industry, but I've previously worked for Parliamentarians.

Networking has played a vital part in securing these professional roles, and I was able to take advantage of the networking opportunities through clubs and other avenues at Adelaide Uni. None of my positions have been publicly advertised, so I would never have found out about them if not for my networks.

During university I worked for Senator David Fawcett in a part-time role which I really enjoyed – and I'd recommend this sort of work to anyone interested in politics. A position like this gives you an inside perspective on how the parliamentary and legislative process works and gives you the opportunity to work directly with constituents and community groups. I was also able to play a large role in the Senator's preselection campaign for the 2019 federal election. There is no shortage of opportunities in this area – many people work for backbench MPs and go on to work as ministerial advisors or other positions in the highest levels of Government.

## What does an average day in your job look like?

The great thing about working in politics is that there is no way of predicting how your day is going to turn out. Some days are relaxed, some involve lots of travel and meetings, and some are dominated by responding to the whims of the news cycle.

My recent focus has been preparing a brief to take to ministers and shadow ministers on a key policy priority for my organisation, planning a trip to the U.S. to assess regulatory challenges facing the use of biotechnology, and writing a policy response to the State Government's plans to overhaul SA's biosecurity legislation. I also have responsibilities as company secretary of my organisation which sees me take a lead corporate governance role.

### **What advice do you have for students wishing to pursue politics?**

Politics is a fascinating area and can lead you in so many different directions. It never occurred to me that I could be working for an agricultural industry lobby group, but I love my role and have never looked back. Those wishing to pursue a career in politics should not just consider parliamentary positions but should also look at contributing through industry.

# APPENDIX

# YOUR NAME

Phone number, email address

## Education

- **UNIVERSITY OF ADELAIDE**
    - **Degree:** Degree and expected completion date (**GPA/7.00**)
    - **Awards and Honours:** List any awards/honours or research papers
  - **HIGH SCHOOL**
    - **SACE/IB:** List whichever you completed and the year of completion (**ATAR**)
    - **Awards and Honours:** List any awards/honours or research papers
- 

## Work Experience

- **BOUTIQUE FIRM – Law Clerk (January 2019 – Present)**
    - Give a few specific examples of tasks you completed or noteworthy achievements during this time
    - List any research papers you worked on during this time
  - **COMMUNITY LEGAL CENTRE – Volunteer (April 2018 – December 2018)**
    - Give a few specific examples of tasks you completed or noteworthy achievements during this time
  - **OTHER EMPLOYMENT – Retail Assistant (January 2016 – January 2018)**
    - Give a few specific examples of tasks you completed or noteworthy achievements during this time (It does not matter if they are not legal achievements! They still demonstrate your skill and competency)
- 

## Other Experience

- **AULSS MOOTING COMPETITION – Semi-Finalist (June 2018)**
    - Give a brief summary of the competition and the legal areas you researched
  - **EXCHANGES AND STUDY TOURS – (January 2018 – April 2018)**
    - Give a summary of the travel
  - **RED CROSS VOLUNTEER – (May 2017 – June 2017)**
    - Give a summary of your work as a volunteer
- 

## Skills

- **ADDITIONAL LANGUAGES – Level of proficiency**
- **ANY OTHER QUALIFICATIONS**
  - Additional online courses, CPR training, accredited lifesaver, anything!

[Your Name]  
[Contact Number]  
[Email Address]

[Date]

**RE: Clerkship Application**

[Name of Recruiter]  
[Title e.g. HR Consultant]  
[Law Firm]  
[Street Address]  
Adelaide SA 5000

Dear [Name],

My name is [Name] and I am seeking a position as a [position] at your firm. I am studying [degrees] at [University] with a GPA of [GPA].

[This paragraph should explain your interest in the employer and the role. Be sure to tie this in with your own narrative and experiences. Good things to specifically reference include how the firm's practice areas, locality or culture tie in with your interest and experience. If they worked on a specific case or deal that you are interested in, mention it here. If you have met with anyone from the firm, include it in this paragraph.]

[This paragraph goes further into your own experience, explaining why you are a good fit for the specific firm and the role. Outline your work, volunteer, competitions and academic experience here. Try to specifically tie in these experiences to the relevant practice areas. For example:

- Instead of saying 'I have participated in numerous competitions such as a Mergers and Acquisitions competition. This makes me a good fit for this law clerk role.'
- Try saying 'My experience participating in the AULSS Mergers and Acquisitions competition solidified my interest in transactional law and inspired me to learn more about this practice area. Furthermore, working on this competition improved my knowledge of commercial law and developed my critical thinking and analytical skills.'

It is good to end this paragraph by demonstrating that the summary of all of your experiences makes you a good fit for the firm and the role.]

[In your final paragraph, state once more that you believe you would be a good fit for the role. Thank them for taking the time to read your cover letter.]

Yours sincerely,

[Name]