



# Careers and Clerkship Guide



2021



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The AULSS would like to acknowledge that the land of the University and the Adelaide Law School is the traditional lands of 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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It gives me great pleasure to welcome you to the 2021 Careers Guide. This year of course, the Guide is being prepared in the continued uncertainty and challenge 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

# Dean's Welcome

### The 2021 Careers Team

#### *Top Row*

Bhavna Gupta, George Komninos,  
Bella Mickan

#### *Bottom Row*

Anthony Luppino, Leon Kasperski,  
Felix Eldridge



Hello and welcome to the 2021 Careers and Clerkship Guide! Thank you for picking this book up, whether physically or virtually! I hope this guide is a valuable companion as you navigate your way through life in and out of Law School.

The post COVID-19 jobs market is very uncertain, however, this presents a brilliant opportunity for you to learn more about how you can be adaptable, upskill yourself and find unique ways to gain experience. No matter what stage of your studies you are currently in, this guide will provide you with the tips, tricks and insights required to make the most out of the many opportunities out there, and to ultimately obtain employment within a field of your interest, albeit law or something else.

This handy guide will provide you with an excellent balance of student led advice, academic testimonies and law firm support. All of this culminates in the perfect package for you as you navigate clerkship season, or simply would like more information about careers. The Careers Team always aim to improve the guide every year, with 2021 being no exception. We have made this guide more succinct, easier to read and have added more information about lesser known fields like law in regional Australia.

On behalf of the Careers Team, I would like to thank each person who was involved in the creation of this guide and its content. On a personal note, I would like to thank my Careers Team for an endless supply of enthusiasm and support as we all endeavoured to make this guide the best yet!

Thank you and enjoy!!

Leon and the Careers Team!

# Editor's Foreword

# Glossary - *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. They 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 normally 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.



# Glossary - *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.

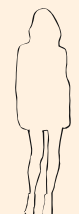


## Big Six

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 and more. 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.





# Your Health Is Our Concern

*Remember that all law students are facing the same uncertainty:*

Look out for each other throughout the year 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

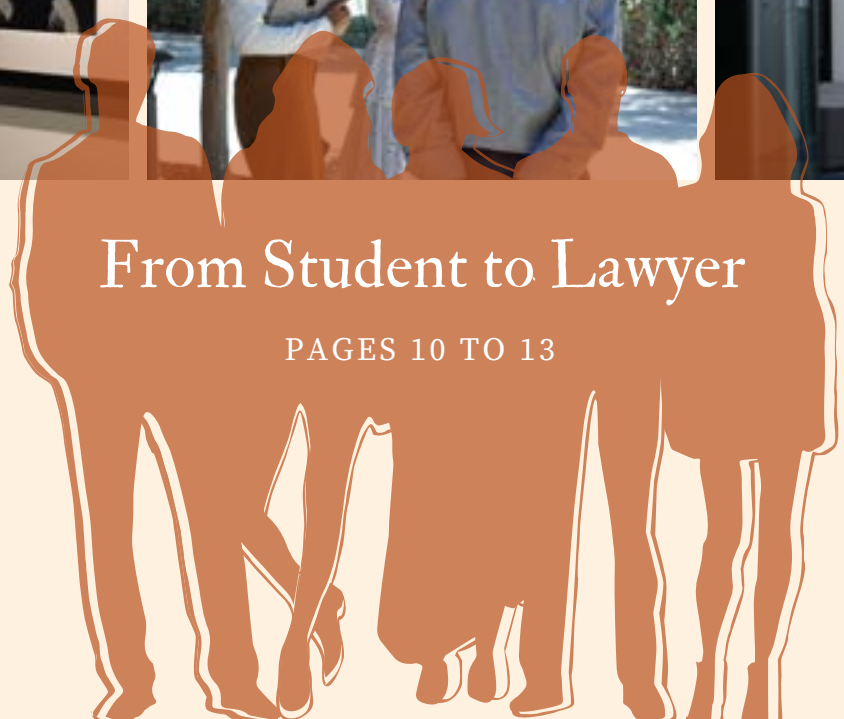
**LIFELINE:** 13 11 14 or visit  
[lifeline.org.au](http://lifeline.org.au)

**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

PAGES 10 TO 13



## Key Opportunities by Year Level

### 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 SPA. The highest achieving student in very law subject reviews an academic prize which is recorded on your transcript. High performing students are also given opportunities to be PASS Leader.

#### Employment:

Consider calling or emailing firms to ask for work experience or to assist with administrative tasks (even making coffee!). Boutique and smaller firms are more likely to offer work experience to first years.

#### Competitions:

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

#### Volunteer:

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

**Extra-curricular:** Get to know your peers as the relationships you make with them will prove invaluable throughout your career in the legal profession. Attend the first-year events held by the AULSS and have some fun. Attend the AULSS career events and stay behind and chat to the panellists to build your networking skills and make some contacts. Join a club or play a sport! Enrol in the Adelaide Graduate Award



### Second and Third Year

*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.

#### 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' and 'PWC Insight Academy' etc.)

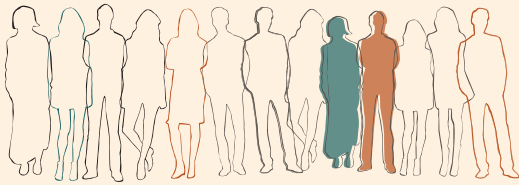
#### Volunteer:

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.

#### Extra-Curricular:

Consider running for a position on the AULSS committee or other University committee such as the Adelaide University Union (<https://www.auu.org.au/>).





## Key Opportunities by Year Level

### Fourth Year

*This year is a key year to apply for clerkships and internships*

#### Academic:

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

#### Employment:

Students in this year are now eligible for the clerkship schemes at medium and large firms, as well as internships with Government and other businesses. The more you do, the better! 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.

#### Competitions:

All AULSS competitions (other than first year moot) are suitable for fourth years. Students with successful mooting 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.

#### Volunteer:

Penultimate students are eligible to volunteer at Aboriginal Legal Rights Movement, Connections Mentor Volunteer, the Consumer Credit Law Centre, the Environmental Defences Office SA, JusticeNet, 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 Services. For more information, check out the Volunteer Handbook.

### Fifth 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 minimum of 6.0 GPA at the end of their penultimate year. Students in the years not have space for many electives. Consider prestigious subjects such as Law Review or Law Reform or Law Research Dissertation. Practical placements such as EVAC and CLE are also available. High performing students may be asked to assist professors as research assistances or offered roles as PASS Leaders.

#### Competitions:

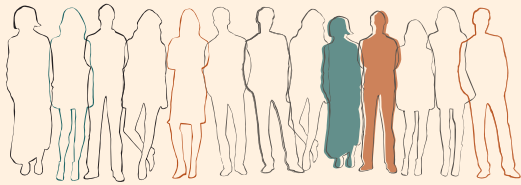
All AULSS competitions (other than First Year Moot) are suitable for final years. Students with successful mooting experience may apply for prestigious national competitions such as the Manfred Lachs Space Law Moot, the Jessup International Law Moot, the Harry Gibbs Constitutional Law Moot, the Chartered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

#### 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 Aboriginal Legal Rights Movement, Connections Mentor Volunteer, the Consumer Credit Law Centre, the Environmental Defences Office SA, JusticeNet, the Southern Community Justice Centre, the Telephone Support Community Justice Volunteer, the Uniting Communities Law Centre, the Women's Legal Service and the Young Workers Legal Services. More information in the *Volunteer Handbook*.



## Don't Forget to Get Involved in Uni Life

You only get one shot at University (usually) so why not make the most of it and get involved as much as possible? The University has almost 160 clubs on ranging from faculty and discipline clubs to special interest clubs, to religious, and to social clubs. Whether your passion is writing, or Harry Potter, or dancing, you will find your thing in one of our great clubs.

This is a good opportunity to boost your resume and show employers that you have hobbies outside of the law. They are also a great way to meet new people and potential contacts. The Faculty of Law annually awards the 'Justin Skipper Prize' to the student who has taken the most active and effective part in the general activities of student life within the University during the whole of his/her course. Below are some examples of just a few of the clubs on offer:

- **Skills & Professional Development:** University of Adelaide Model UN Club, Bright Futures Society University of Adelaide, 180 Degrees Consulting Branch.
- **Issues based & Politics:** Oxfam Adelaide Uni, Lawyers without Borders, Adelaide University Taboo Club, Amnesty International Adelaide University, Fair Trade Collective.
- **Activities & Hobbies:** Adelaide University Writers' Group, University of Adelaide Theatre Guild Student Society, Chess Club, Adelaide University Comedy Club.
- **Cultures & Languages:** Bangladeshi, Indian, Italian, Chinese & More Students Societies!
- Check out more at <https://www.auu.org.au/clubs/>

**University of Adelaide Sport:** (the Blacks) provide a large range of competitive and social sporting opportunities. The Adelaide University Law School Society (AULSS) also offer netball, dodgeball and soccer (all indoor). Check out [adelaide.edu.au/sports/](https://www.adelaide.edu.au/sports/)

**Volunteer outside the legal profession:** Check out <https://www.adelaide.edu.au/volunteer/where-to-volunteer/students>

**Develop your intercultural skills:** Check out Global IQ Connect, a 5-week personal development program run by the Uni at <https://www.adelaide.edu.au/student/global-iq-connect/>

**Get recognised for your participation in extra-curricular activities:** Check out the 'Adelaide Graduate Award', a free employability program open to students from all faculties. <https://www.adelaide.edu.au/student/adelaide-graduate-award/>

# 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](http://ua.edu.au/careerhub)



THE UNIVERSITY  
of ADELAIDE





**Clerkships**

PAGES 15 TO 30

An illustration of two human silhouettes, a man and a woman, standing side-by-side. The man's silhouette is solid orange, while the woman's is an orange outline. They are positioned on the right side of the text area.

### 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.

### Why do a clerkship?

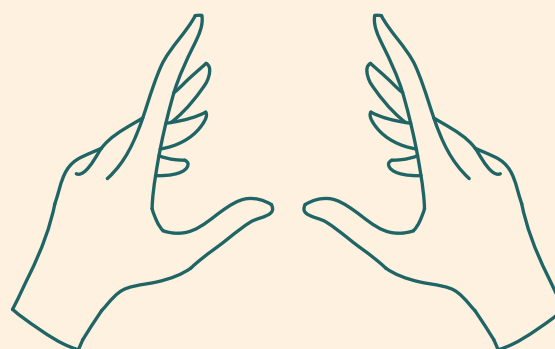
Clerkships are key work experience for law students wanting to work in private practice, and are one of the best ways to secure a graduate offer.

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.

### Who should do a clerkship?

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



## Picture Your Career

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.



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. Also keep an eye out for legal and non-legal internship programs through the University of Adelaide Internship opportunities page: <https://www.adelaide.edu.au/internships/>

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)
- Adelaide University Union <https://www.aau.org.au/jobs/browse/>

Most of these websites allow you to set email alerts for jobs with certain keywords, such as 'clerk', 'intern' 'junior lawyer' or 'Adelaide'. Be sure to set up an automated email notification to alert you every time there is a new job advertisement for the fields you are interested in.

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/>



## How Can I Find These Opportunities?

# Interstate

## Should I apply?



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.

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 type 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.

## Which State Should I Apply To?





# 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 engineer your experiences and skills into 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 (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 their requirements. You may be able to negotiate the days required by a day or so, but be mindful that if you only have one day spare, and you are applying for a full time position, it may be worth consulting 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 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. Your resume should include:

- High School and University are relevant (not primary school). Include exchanges or study tours
- Academic Achievements
- Work and Other Experience
- Volunteering/Social Justice
- Extra-curricular Accomplishment
  - 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. For more information about job recruitment, 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 and give it personality?**

## Do's

- Keep your resume to 2 pages.
- Headings direct the eye to your achievements. Use clear, consistent and professional formatting.
- Proofread your resume thoroughly! Spelling or grammatical errors make a bad first impression. If you can, get someone to look over it.
- 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.
- Forget to fill in your experience and achievements on the applications separately. Some firm's application software will require you to input this information into the system separately from your uploaded resume. Whilst 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.

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').

# Cover Letter Quick Tips

## Quick Tips

- Generally, cover letters should not be longer than a page.
- 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 same 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 acceptable. 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'.

# 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 questions 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.



# 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 extracurriculars 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.

## *Practice Will 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.
- 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 were the norm last clerkship season and firms may choose to implement this into this year's clerkship season too (particularly interstate firms). 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.

### **Practice Filming Yourself.**

- 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 videos.

### **Think about your video interview outfit.**

- While you might be interviewing from home, it is still important to look the part. Professional attire or looking tidy is a great way to make a good first impression.

# Interviews

## 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.

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.
- 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.



# Interviews



## 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.

### 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.

### 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.

### Post-Interview Contact

Interviewers from some firms call applicants after the interview and 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.



# Sample Questions

## Personality

These questions will aim to get to know you as a person, whether you have an interest in practicing law and your hobbies, including non-law activities.

Consider your ideal career and where doing a commercial clerkship fits in. Questions which you may like to ask yourself include:

- Walk me through your resume / tell me about yourself.
- Where would you like to be in 5 – 10 years?
- Why would you like to work in law?
- What experiences have led you to the conclusion that commercial law is right for you?
- Consider what you do for fun.
- What you enjoy doing to relax?



## Behavioural

These questions seek to understand how you will respond to stressful or complex situations in the workplace. The STAR Method is a structured manner of responding.

Demonstrate your emotional intelligence and ability to deal with complex circumstances. Common questions include:

- What would you do if you have two tasks from senior lawyers with competing deadlines?
- How would you handle a conflict with a co-worker?
- Describe a situation where you demonstrate leadership; what did you learn from this?
- Describe a recent example of you working in a team.
- Describe a situation where you demonstrated leadership.

# Sample Questions

## Technical

Technical questions are less common in law interviews but are common in certain sectors such as banking and finance.

Be sure to have an understanding of:

- What a law clerk does.
- What work the particular firm does (both at a conceptual level, and a few examples of matters they have worked on from news sites).
- Issues in the legal industry (it is often good to have knowledge of recent High Court cases).
- An general area of law you are interested in, both at a conceptual level, and more specific. Have a few examples of cases and questions which have interested you.

## Quick Tips

- The STAR (Situation, Task, Action and Result) is a brilliant way to structure your oral responses. It allows you to incorporate your experience in a concise manner.
- Thoroughly research the firm, but be sure to make the aspects of the firm you like clear.
- Do not regurgitate what is on your resume as they already have that information.
- Aim to be have a nice balance between professionalism and friendliness.
  - Do not use colloquial terms but do not sound like a robot who has a rehearsed answer.
- Be authentic! Be you!





# Following Interviews



## 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. 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 Application Process

*Clerkship season can be stressful, so it is important to maintain your mental health and general well being 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?

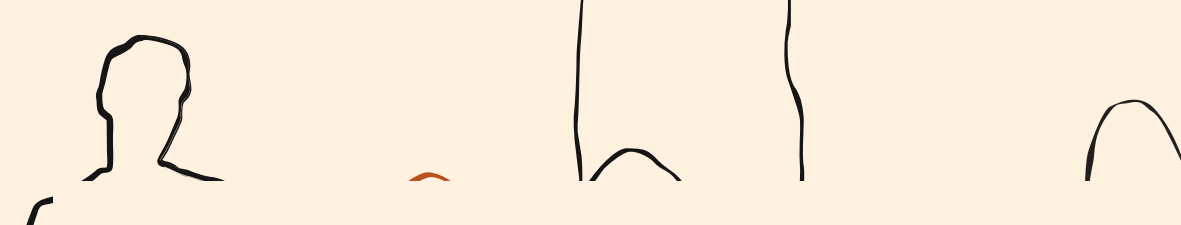
## Offer Day

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. 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 immediate indication as to whether you are likely to accept the offer whilst on the call. In this circumstance, it is appropriate to give a positive indication qualified by the fact you will officially respond at a later time.





# Acceptance and Beyond

## 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 plethora of clerkships, and to embrace other opportunities.

## 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:

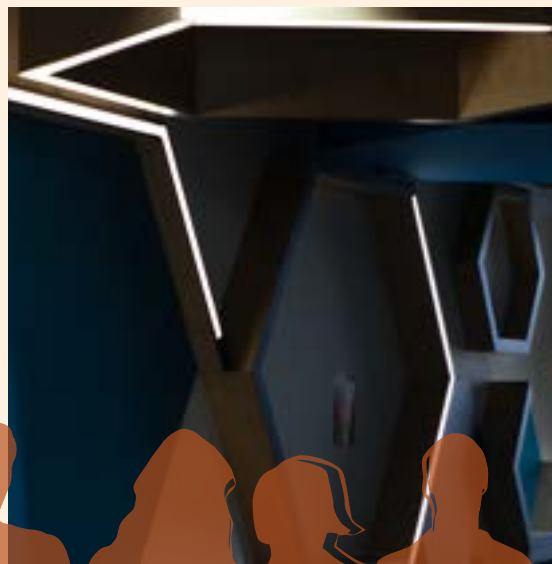
- The most important attribute is your attitude. Be positive, collaborative and willing to help and learn.
- Seek out feedback as you go where possible and seek to constructively integrate it into your work.
- Take an interest in the work that is going on beyond the tasks you have been allocated. Ask 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.





# Firms

PAGES 32 TO 45





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# 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. Developed in partnership with the University of New South Wales, our Graduate Diploma in Legal Professional 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 performance coach, 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 build 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 UNSW); and
- legal education programs, including Cornerstone during your first rotation and Keystone during your second rotation.

Find out more at [graduates.allens.com.au](http://graduates.allens.com.au)

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# Baker McKenzie.

## 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 77 offices with more than 85 Partners and 220 lawyers across Melbourne, Sydney 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. Our dedicated Leadership & Learning team facilitates sessions in five key areas for our graduates - legal learning, managing your career, the business of law, business development & client service, and people & self-leadership.

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

We also bring graduates from our Melbourne, Sydney 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 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

**BakerPride** - lesbian, gay, bisexual, transgender and intersex diversity

**BakerIndigenousEngagement** - commitment to engagement with our Aboriginal and Torres Strait Islander community and to making a real difference in the lives of our nation's First Peoples.

### 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 28 June 2021 and close at 11.59pm on 15 August 2021.

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

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

### 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
- IPTech

### 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.

### 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.

#### You'll get...

- Three rotations of six months in our national practice groups
- mentoring from some of the best lawyers in the country
- a buddy who'll give you the inside information
- meaningful performance feedback so you know you're on the right track
- continuing legal education programs and professional development support
- the chance to participate in our Community Connect and Pro Bono programs and really give back
- social and sporting activities, because we know it's not all work and no play.

We hire most of our Graduates from our Clerkship Programs. Occasionally, additional opportunities may arise. These opportunities will be listed on our website.



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# Corrs Chambers Westgarth

Melbourne | Sydney | Brisbane | Perth | 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 (RISSI); Tax; Technology, Media & Telecommunications (TMT).

## What sets Corrs apart from other firms?

At Corrs, our culture is defined by excellence, collaboration, commitment and respect.

Corrs lawyers are known for their strategic approach with clients. We don't just focus on legal advice, we provide our clients with strategic guidance to help them mitigate risks and achieve their business goals.

Our lawyers work together across practice groups to deliver exceptional results and support you in building your future, wherever you want to take it.

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.

The combination of these factors creates a firm that celebrates its independence, is open to new ideas, has the courage to think and act differently from the rest of the market, and thrives on new challenges and opportunities.

## 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.

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.

## Who is the relevant contact person?

Melbourne:

**Marianne Saliba**  
People & Performance  
Consultant  
+61 3 9872 3318  
marianne.saliba@corrs.com.au

Sydney:

**Kimberly Howe**  
People & Performance  
Consultant  
+61 2 9210 6044  
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Brisbane:

**Tania Daly**  
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+61 7 3228 9465  
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Perth:

**Jennifer Jacobs**  
People & Performance  
Consultant  
+61 8 9460 1621  
jennifer.jacobs@corrs.com.au





Cowell Clarke offers clerkships, PLT and Tax Academy placements throughout the year.

Our clerkship and PLT placement programs enable our clerks to experience the broadest range of practice areas with rotations through property, corporate & commercial, employment and our various dispute resolution teams. We also offer dedicated clerkships in our Tax Academy for law students who have a demonstrated interest in tax law.

As a clerk you will have regular contact with our directors and senior lawyers and be engaged in real legal work on actual client matters. You will also have access to our professional development and continual education opportunities. In addition to our legal work, Cowell Clarke takes its social responsibility seriously and we find multiple ways for our staff to give their time and/or financial contributions to a range of charities and community organisations.



*"The opportunities that I have had as a law clerk at Cowell Clarke have provided me with invaluable experience in the legal industry. The positive work environment and culture has helped me to learn and grow as an aspiring legal practitioner."*

Steven Slimming - Law Clerk (2021)

#### Applications

Applications for all placements and clerkships are now open for 2021/22.

To apply please send your application to [careers@cowellclarke.com.au](mailto:careers@cowellclarke.com.au) addressed to Ms Pina Zito. You should include a cover letter, curriculum vitae and an academic transcript (preferably in one PDF). If applying for a PLT placement please also indicate your GDLP provider, length of placement sought and preferred timing.

[www.cowellclarke.com.au/careers/clerkships](http://www.cowellclarke.com.au/careers/clerkships)

#### ADELAIDE

Level 9, 63 Pirie Street  
Adelaide SA 5000  
T: +61 8 8228 1111

#### SYDNEY

Level 21, 133 Castlereagh Street  
Sydney NSW 2000  
T: +61 2 8089 3199



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Just submit your CV, covering letter and current official academic transcript via cvMail. You can address this to Renee Patu, our Professional Development Advisor.

### LET'S CHAT

Renee Patu, Professional Development Advisor on email [renee.patu@jws.com.au](mailto:renee.patu@jws.com.au) or phone 02 8247 9653.

To learn more about our programs, visit our website:

[www.jws.com.au/careers](http://www.jws.com.au/careers)







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### Adelaide Clerkship Applications - 2021/2022

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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.

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Applications for Lipman Karas' 2021/2022 Clerkship Program close at midnight on Tuesday, 12 April 2021 and should be emailed to [clerkships@lipmankaras.com](mailto:clerkships@lipmankaras.com).

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

When applying candidates should ensure they provide a cover letter demonstrating that they possess the qualities that we look for (see our website), their CV and their most up to date academic transcript.





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### It's your path

Our program ensures you have the development you need, when you need it. It's this flexibility that provides our graduates with many opportunities to learn on the job, while being constantly supported by lawyers and partners who want you to succeed.

By the end of your graduate rotations, you'll have an extensive network within and outside of the firm. You'll have experienced transaction, litigation and advisory work and you'll be supported when deciding where to settle.

**"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)

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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?



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We're 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 ready to commence their career with a major law firm.

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

### How to apply


Applications via cvMail or our website (open date as per the SA uniform clerkship scheme).

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

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# Uniform Clerkship Scheme

## South Australia

*Clerkships Open* - 5th of July  
*Applications Due* - 30th of July  
*Interview Date* - 9th August  
*Offer Date* - 8th of September

## Australian Capital Territory

*Clerkships Open* - 11th of June  
*Applications Due* - 7th of July  
*Interview Date* - August  
*Offer Date* - 18th of September

## New South Wales

*Clerkships Open* - 11th of June  
*Applications Due* - 7th of July  
*Interview Date* - August  
*Offer Date* - 18th of September

## Queensland

*Clerkships Open* - 5th of July  
*Applications Due* - 13th of August  
*Offer Date* - 7th of October  
*Offer Acceptance* - 8th of October

## Victoria

*Clerkships Open* - 8th of July  
*Applications Due* - 11th of August  
*Interview Date* - September  
*Offer Date* - 10th of October

## Western Australia

*Clerkships Open* - 15th of July  
*Applications Due* - 4th of August  
*Interview Date* - September  
*Offer Date* - 20th of September

*Some firms may have dates that are slightly different to what is presented above.*






## Law Students At Home and Abroad

PAGES 47 TO 50





# Regional Australia



Matt Dorman has been with Mellor Olsson for over 10 years. As a Partner in the firm, Matt is responsible for the management of Mellor Olsson's regional offices in Port Lincoln and Clare. Matt Dorman was kind enough to share his wealth of experience with us.

## What is your experience working rurally?

Working rurally involves the development of the strategy, management and mentoring of staff and networking with our regional clients. I have the flexibility of performing a lot of this from the Adelaide office, however I am regularly on the ground in our country offices.

What I really enjoy about our rural operation is our staff are emersed in the communities. The clientele are great to deal with and the work is interesting and diverse.

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




In my view there are significant opportunities for law students in the regional areas. Working in a regional offices is a great way for young lawyers to gain experience in many different legal areas whereas they can often be pigeonholed when working in city firms. We are always on the lookout for attracting good talent to the regional offices. We are noticing that the lifestyle bonuses that come with living in the country, such as reduced cost of living, shorter commute to and from work and better work life balance are becoming valued and appealing to good talent.

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

The main contrast between regional and city offices' daily operations is there is more opportunity to have face to face contact with the clients in the country. For me this is the best part, as it assists in developing greater relationships with the client, and in my opinion is a greater level of service. I have noticed a contrast in the city office that client contact is more often on the telephone and through emails.

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



Remaining open minded about which regional area you would work in is worthwhile. Working in regional areas exposes you to a diverse range of career experiences and business ideas. Starting with a larger firm that has multiple locations can also provide the ability to move around and broaden your skill set. The legal experience that a regional law firm can offer can ultimately result in accelerated and stable career path combined with a balanced





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. The NCA may also require individuals to complete exams on Canadian law, and potentially even extra courses at a Canadian law school.

## Canada



### Interesting Fact

9 of the 10 provinces in Canada are common law jurisdictions, whilst the Province of Quebec is a civil law jurisdiction.

## Hong Kong



### Interesting Fact

Taxation in Hong Kong is capped at 17%, unlike Australian tax rates.

#### 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 Postgraduate Certificate in Laws (PCLL).

#### 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/).





## Singapore

### Interesting Fact

Singapore's corporate tax rates do not exceed 17-18%, with personal tax rates capped at 22%, which is therefore beneficial for Australian lawyers who make the move.

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-thebar/admission-requirements/](http://www.mlaw.gov.sg/admission-to-thebar/admission-requirements/)
- The Law Society of Singapore: [www.lawsociety.org.sg/](http://www.lawsociety.org.sg/).

### Interesting Fact

Many top Australian law firms such as Herbert-Smith Freehills and King & Wood Mallesons have strategic partnerships with Korean firms.

## South Korea

South Korea does not recognise qualifications achieved in foreign states and to be a fully practicing 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.

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.

For more information, visit [www.koreanbar.or.kr/pages/main/main.asp](http://www.koreanbar.or.kr/pages/main/main.asp)

## 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.

## United Kingdom



### Interesting Fact

It's illegal to enter the House of Parliaments wearing a suit of armor.

## United States

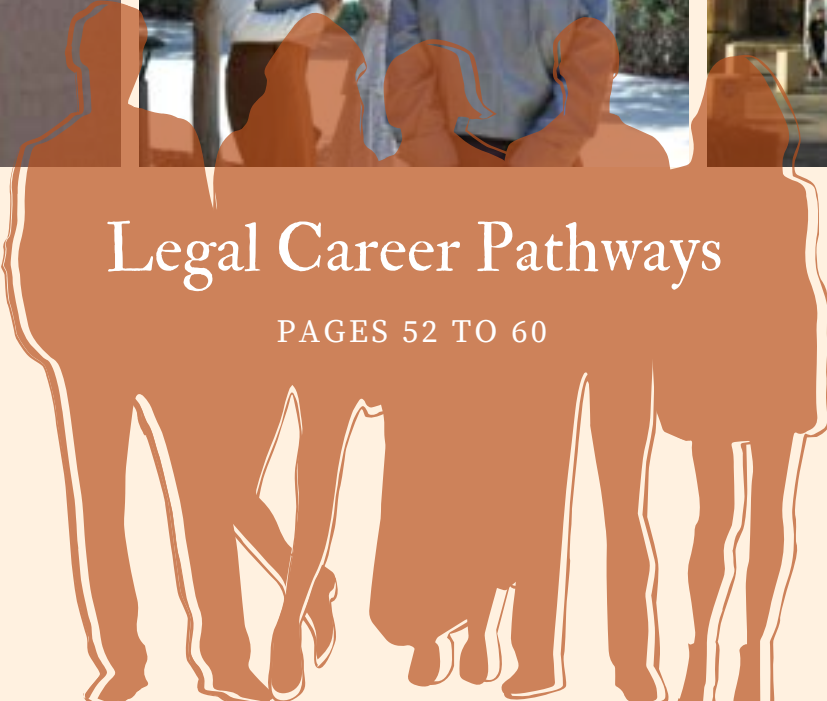


### Interesting Fact

The California bar exam is recognised as the hardest to pass.

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.






# Legal Career Pathways

PAGES 52 TO 60






# 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
- Applications need to be submitted significantly in advance



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.

Your application will be different, depending on the Court you are applying to. For the District Court, your application should be lodged closer to your date of admission as a legal practitioner. Candidates submit their application to an 'associate pool', to which they will then be assigned a Judge to which their Associateship will be undergone with. This differs to applications to the Supreme Court, where individual applications need be made to each Judge for which the candidate is applying for. These applications typically need to be lodged 12 months in advance, so, do not be disheartened if you do not hear back for a while!

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.

### **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.


### **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!

Check out the [2020 AULSS Associateships Guide](#) on our website for more information and keep your eyes out for an **Associateship Seminar in Semester 2!**




# 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 practicing 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 an administrative assistant role.

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, M & A, the creation of trusts and the 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 or tax advice.

You can specialise in one of these categories, and also specialise in a practice area. 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.



# 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.

### 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.

# Crowns Solicitor and Public Prosecutions



## 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



## 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).

## 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: [https://careers.asic.gov.au/Graduate-program.html?in\\_organId=16529](https://careers.asic.gov.au/Graduate-program.html?in_organId=16529).

### Australian Security Intelligence Organisation (ASIO)

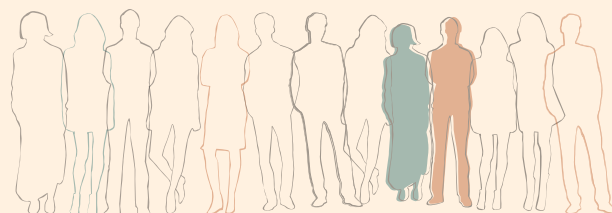
ASIO's main responsibility is to respond to domestic threats to Australia's security, specifically in relation to politically motivated violence and acts of foreign interference. This primarily involves the collection and analysis of data. The ASIO has an annual Graduate intake. For more information,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

### Australian Secret Intelligence Service (ASIS)

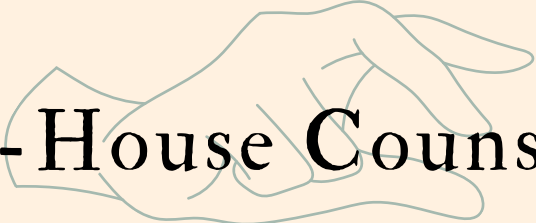
ASIS aims to protect Australia from individuals or organisations outside of Australia by collecting and analysing secret intelligence. ASIS has an annual Graduate intake. For more information, visit ASIO's website at: [www.asis.gov.au/Careers/Roles-and-Vacancies/Graduate-Program/Overview.html](http://www.asis.gov.au/Careers/Roles-and-Vacancies/Graduate-Program/O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

### Australian Rail Track Corporation (ARTC)


The ARTC is a government business enterprise – meaning it has features of both a public and private company. The ARTC is responsible for the management of a majority of the rail tracks across Australia, and accordingly deals with many legal issues and litigation in the contractual, property, environmental and employment spheres. For more information about ARTC, visit their website at: <https://www.artc.com.au/about/>








# 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, must start with private practice
- Typically for more experienced, senior candidates



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.

# 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 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.

## Language Tips

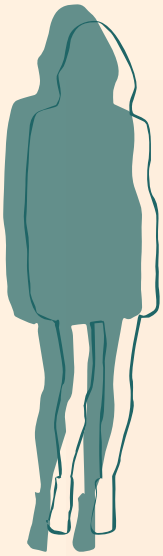
- **Solicitor:** a lawyer who works directly with their clients. Solicitors can appear in court for small hearings; however, they usually instruct a Barrister to represent the client in court on their behalf in larger matters.
- **Litigator:** commonly refers to a lawyer who specialises in litigation (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

PAGES 62 TO 78





# Alternative Dispute Resolution

## Key Takeaways

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

## Overview

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 an increasingly costly, inconvenient, and slow process. As such, ADR is important as it enables parties to avoid the process of litigation and can lead to more amicable outcomes.

## Skills Required

- An understanding of the particular area of law
- Strong interpersonal skills
- The ability to communicate with the client or other parties

## What Can You Do?

- Study core subject: Dispute Resolution and Ethics (LAW 3501)
- Engage in AULSS competitions, such as the Negotiation Competition

# Banking and Finance Law

## Key Takeaways

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

## Overview

Banks and financial institutions are subject to a complex framework of laws. Banking and finance lawyers assist clients to navigate these regulations on a domestic and global scale. Banking and finance lawyers often advise the major banks or financial institutions, including:

- negotiating financial agreements
- advising on mergers and acquisitions
- changes to capital structure or liquidations

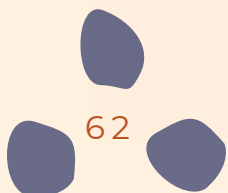
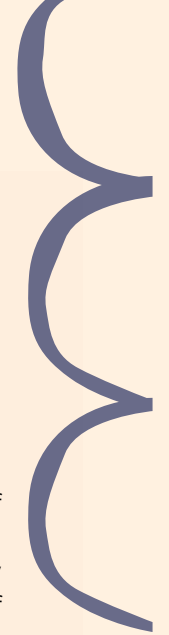
## Skills Required

- Ability to understand complex issues quickly
- Commercial knowledge
- An aptitude for working under pressure
- Strong communication skills

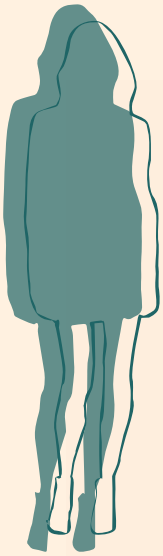
## Study subjects such as:

- Commercial Transactions (Law 1509)\*
- Contract Law (Law 1510)\*
- Equity (Law 2502)\*
- Corporate Law (Law 2598)\*
- Income Tax Law (Law 3521)
- Corporate Insolvency Law (Law 3526)
- Secured Transactions Law (Law 3542)

\* = core subjects







# 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

## Overview

Corporate advisory law encompasses advising clients on issues arising in business or trade. This 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

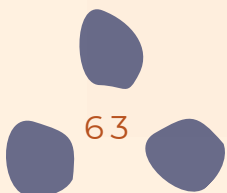
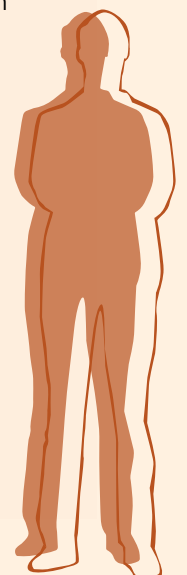
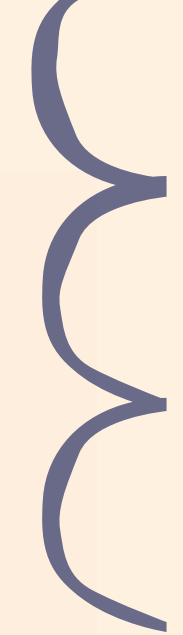
Corporate advisory can be challenging, as high-stakes transactions often involve quick deadlines and the management of many different teams (sometimes from different firms) simultaneously. However, it can also be very rewarding. Corporate advisory is broad, and lawyers can choose to specialise in an area of interest. Further, junior lawyers in corporate teams are often given significant responsibility and client-facing roles early on in their career.

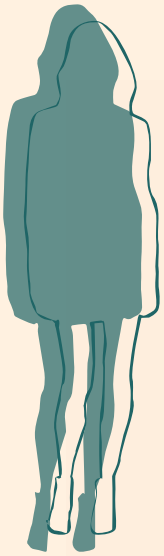
## Skills Required

- When managing transactions, having a clear interest and understanding of the nature of the relevant business
- Strong problem-solving skills
- Attention-to-detail

## What Can You Do?

- 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 (refer to Banking and Finance Law above), or completing a double degree in finance, commerce or economics.





# Corporate Advisory Law

*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.*

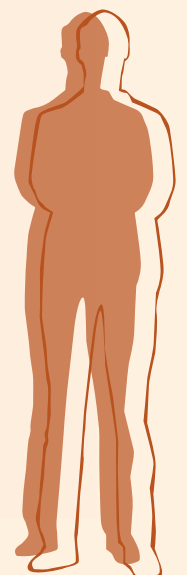
**What was your experience like in corporate advisory at MinterEllison?**

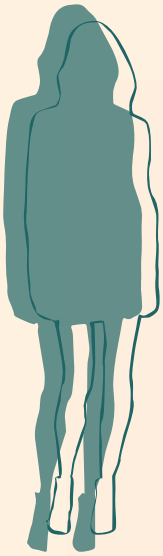
My experience in corporate involved tasks such as preparing and reviewing contracts, drafting correspondence for clients, and research. I developed my teamwork and communication skills in a professional setting, and found that my attention to detail, planning and problem-solving skills significantly 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

## Overview

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.

## Skills Required

- Dedicated and Committed
- High level of integrity and ethics
- Prioritising best interests of their clients
- Remembering overarching duty to the Court and the administration of justice

## What Can You Do?

- Study subjects such as:
  - Criminal law (Law 2599)\*
  - Sentencing and Criminal Justice (Law 3520)

\* = core subjects

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

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

A successful career in 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.

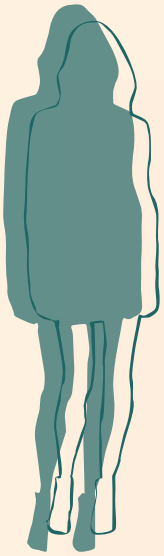
## What recommendation would you give students inspiring to work in a criminal law field?

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 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

## Overview

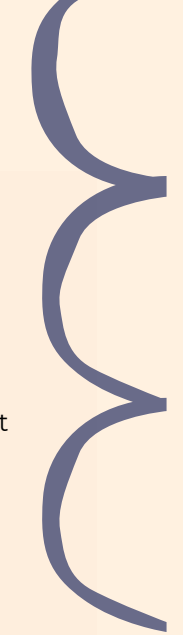
Lawyers who work in employment law deal primarily with the relationship between employees and employers. It is a people-focused area which aims to balance the (often competing) interests of employees with the commercial goals of their employers. Employment lawyers usually work closely with human resources 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. 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.

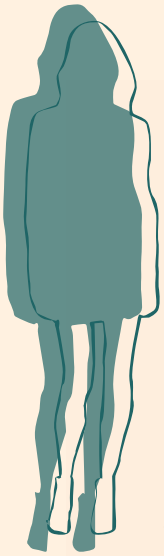
## Skills Required

- This is a constantly changing area of law thus requires a strong knowledge of contract and commercial law and the statutory framework which guides employment conditions in Australia. This knowledge is also used to preempt any commercial issues arising for the business as a result of employment disputes
- Strong interpersonal skills
- Can assist clients during the stressful conditions surrounding employment disputes

## What Can You Do?

Most large, small and boutique commercial firms 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. Further, studying electives such as Law of Work (Law 3517) would be helpful.





# 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

## Overview

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 development activities in South Australia (and the consequences which arise when the procedures are not followed). Environmental law covers issues from air and water pollution to climate change and city planning. There are no exemptions of size, location, or industry.

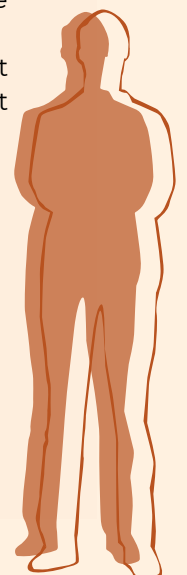
Planning law is largely governed by statute and disputes are usually heard in the Environment, Development and Resources Court. This body of law is designed to strike a balance between the need to promote legitimate and prosperous development projects, whilst protecting the environment and maintaining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

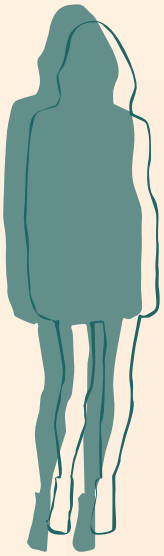
## Skills Required

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.

## What Can You Do?

- Study electives such as:
  - Environmental Law (Law 2511)
  - Minerals and Energy Laws (Law 2517)
  - Climate Change Law (Law 2568)
- You can also consider additional employment opportunities outside of the traditional lawyer role. For example, 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

## Overview

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.

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, hospital
- public amenities
- and 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:

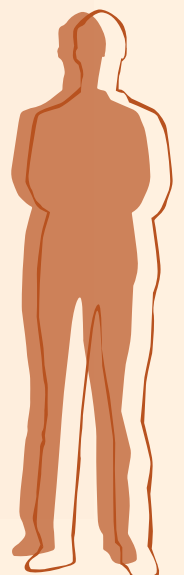
- negotiate and draft agreements between property companies, landowners, builders, architects, engineers, contractors and subcontractors.
- work in collaboration with lawyers and other professionals in project finance and property development to complete any necessary due-diligence, gain project funding, etc. to see a project through to fruition.

## Skills Required

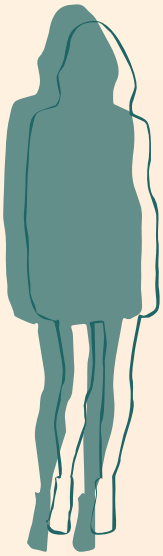
- Strong interpersonal skills
- Can work in large teams made up of people from many different backgrounds

## What Can You Do?

- Gain a well-rounded perspective of areas of law such as contract law, commercial law, planning law, employment law and torts, as they intersect heavily with your work as a Construction and Major Projects lawyer







# 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

## Overview

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. 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.

## Skills Required

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.

## What Can You Do?

Study electives such as:

- Family Law (Law 2512)
- Alternative Dispute Resolution (Law 3525)

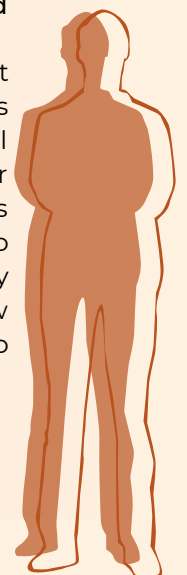
*To learn more about family law in practice, the AULSS caught up with Sriyani Partridge, Senior Associate Solicitor at Hume Taylor & Co.*

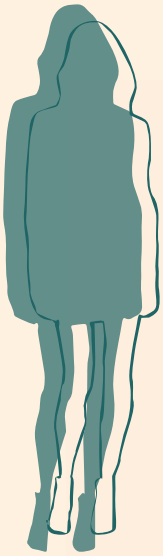
## What advice do you have for students wanting to pursue your area of law?

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 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.





# 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*

### Overview

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.

### Skills Required

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.

### What Can You Do?

Study electives such as:

- Private International Law (Law 2573)

## *Public International Law*

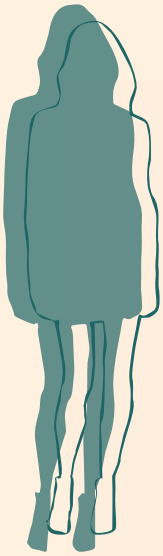
### Overview

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 touched upon in the core subject of International Law (Law 1508).

### What Can You Do?

If interested in IHL, the IHL moot (Law 3516) 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.





# International Law

## *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**

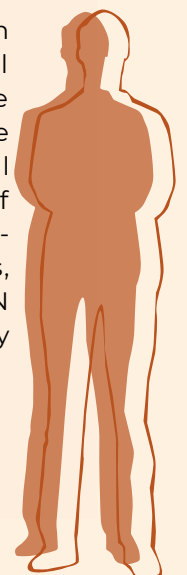
The mandate of the International Criminal Court involves investigation and trials of individuals suspected of committing crimes that are considered grave by the international community, namely: genocide, war crimes, crimes against humanity and crimes of aggression.

### **International Monetary Fund**

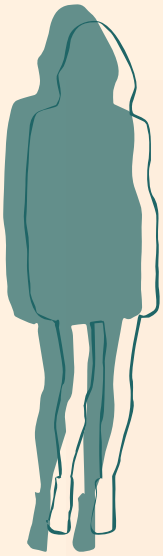
The International Monetary Fund (IMF) is an organisation comprised of representatives from 189 countries. The IMF works to foster global monetary cooperation, secure financial stability, facilitate international trade, promote high employment and sustainable economic growth, and reduce poverty around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







# Litigation

## Key Takeaways

- Involves resolution of disputes through court or ADR methods
  - Most disputes are resolved before trial through ADR
- Must carefully explain to and advise clients about litigation
- Good communication and practical understanding skills required

## Overview

Litigation aims to resolve disputes between parties via the courts or through alternative dispute resolution methods. A litigator's role can include: 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. It is common for junior lawyers to have a high level of responsibility, where they communicate with clients, discuss proceedings directly with counsel or appear in court on their client's behalf.

## Skills Required

- Strong communication skills
- Knowledge about the commercial sphere

## What Can You Do?

- Engage in AULSS' competitions such as Mooting and Negotiations to show communication experience
- Become involved in team-based extra-curricular activities and work experience
- Study subjects with a mooting component such as: International Law Moot (Law 3516)

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

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

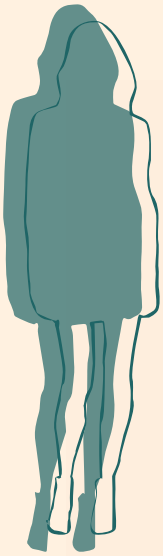
### 1. Communication

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 succinctly and avoid 'fluff'. Communicative experience can also be demonstrated by participation in team sports, retail or hospitality work, negotiation or mooting 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.





# Merges 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

## Overview

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.

## Skills Required

- Knowledge of commercial and corporate law
- Strong commercial acumen to serve their client's best financial interests whilst also protecting them from any legal backlash

## What Can You Do?

- Getting involved in the AULSS' 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

## Overview

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.

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.

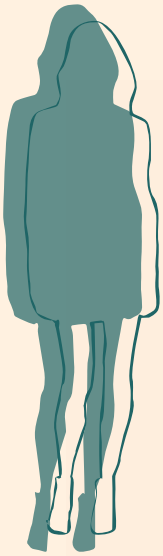
## What Can You Do?

- 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
- Study subjects such as:
  - Property Law (Law 1511)\*
  - Property Theory (Law 2521)
  - Succession (Law 2523)

\* = core subjects

## 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.



# 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

## Overview

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.

## What Can You Do?

- Study subjects such as:
  - Tort Law (Law 1507)\*
  - Medical Law and Ethics (Law 2516)
  - Law and the Body (Law 2574)

\* = core subjects

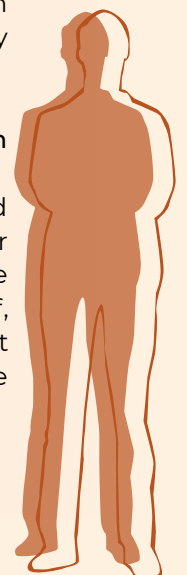
*Medical negligence is an example of one of these distinct areas. The AULSS was grateful to chat with Ester Huxtable, Special Counsel at Hume Taylor & Co.*

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

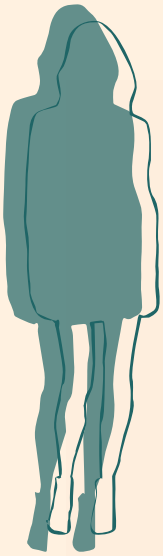
The biggest fight in medical negligence claims is over liability, closely followed by the fight over causation. As a plaintiff lawyer, you are often up against the doctors' huge insurance firms or the Crown representing the hospitals - defendants that have deep pockets. Across my career, I have only 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.

## 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

## Overview

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.

## What Can You Do?

- Study subjects such as:
  - Intellectual Property Law (Law 2514)

*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.*

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

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.

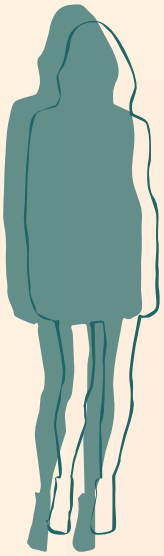
## What advice do you have for students wanting to pursue a Career in Privacy and Data Protection Law?

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

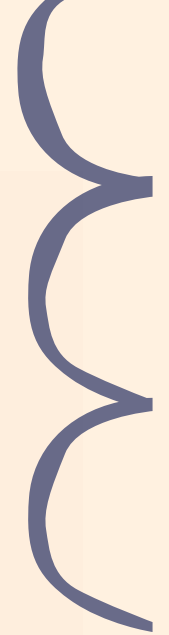
## Overview

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 sportspersons 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 are often tackled by sports law practitioners.

## What Can You Do?

- Study subjects such as:
  - Sports Law (Law 3533)



# Tax Law

## Key Takeaways

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

## Overview

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.

## What Can You Do?

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. Further, study electives such as Income Tax Law (Law 3521) for a more consolidated understanding of this area of law.

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

## 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.



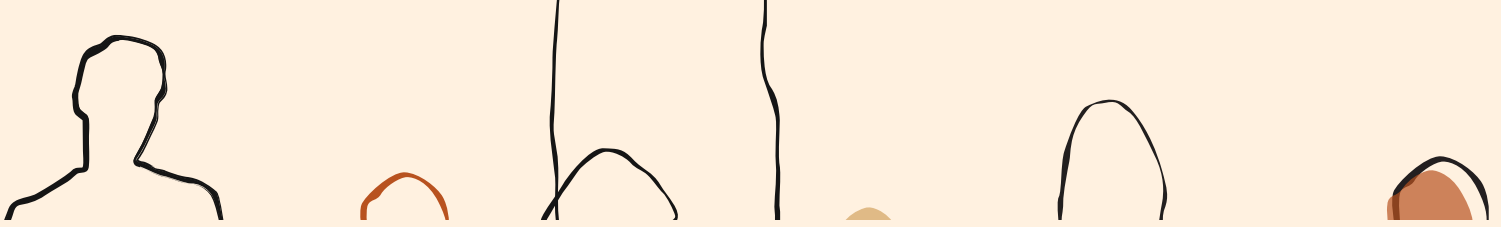


**Alternative Pathways**

PAGES 80 TO 93

Two stylized silhouettes of a man and a woman standing side-by-side. The man's silhouette is a solid teal color, and the woman's silhouette is an orange outline.





# 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 Beth Nosworthy**, Senior Lecturer and **Dr Laura Grenfell**, Associate Professor, at the University of Adelaide.

## How did you end up in academia?

**Beth:** At the end of my law degree, I was really looking forward to practice – I didn't have any expectation that I would become an academic. I was clerking for a firm during my final year, in the litigation and commercial divisions, and found it really fulfilling to see the impact we could have on behalf of our clients. I took the opportunity to work as an associate in the Supreme Court, and, while I was there, I started teaching after-hours seminars at the Law School. I was surprised at how much I enjoyed helping students engage with the law, and to develop critical thinking and research skills.

I kept teaching after I returned to commercial practice from the courts, and although I still enjoyed that work, I found myself wishing I had more time to do the ‘interesting’ research tasks – which often arose alongside the issue to be solved for the client, and which I couldn’t follow up thanks to the constraints of billable hours. I spoke with colleagues at work and on campus, and decided that I’d like to complete an LLM, to see if academia was for me. I was delighted to be accepted into the University of Oxford for the BCL, and then into a PhD program here at Adelaide when I came home. And the rest, as they say, is history!

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

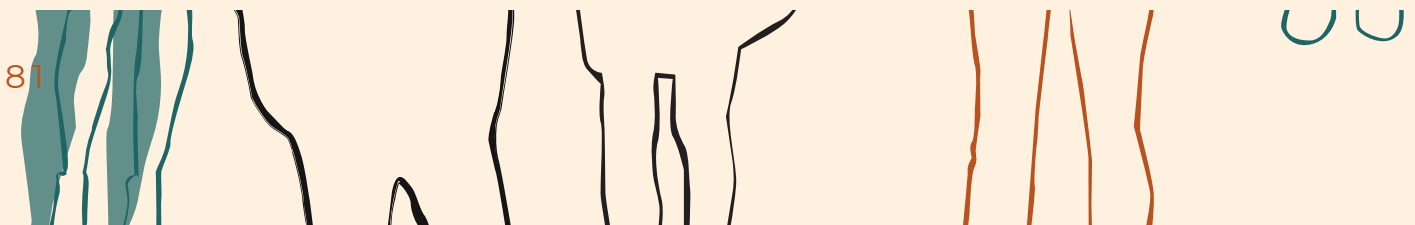
Laura: The most rewarding aspect of academia is engaging with interested and interesting students. Adelaide Law School has some super-smart and committed students. The most challenging aspect is when students have an interest only in passing courses and their learning isn’t motivated by curiosity. One half of an academic’s job is to research and publish – academics need to demonstrate some impact on law reform or legal thinking. This part of the job involves diving into issues and finding ways to structure and articulate persuasive arguments. One key aspect is finding research partners and engaging with those working at the coalface so as to understand the practical issues. Recently I have been researching the SA Parliament and it has been great to read parliamentary debate and work with various parliamentarians and office holders here in SA.

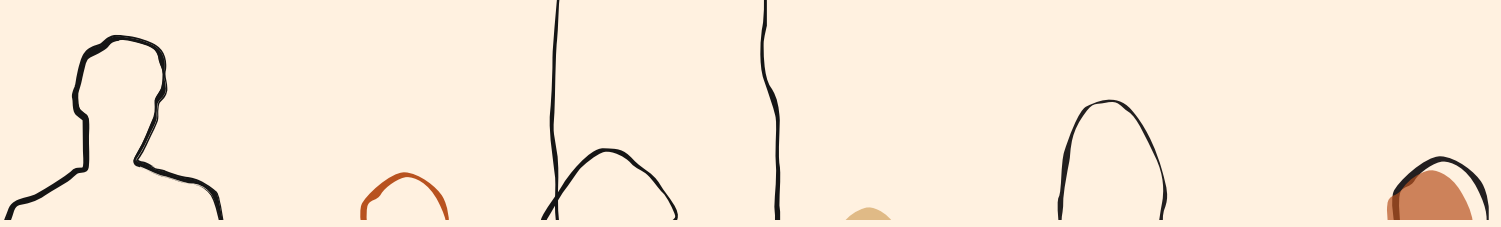
### What advice would you give students wanting to pursue academia?

Beth: Most academic jobs today require even early career researchers to have a PhD and publications – so you will need to think strategically, about where you will do your degree, who you will ask to supervise you, and how you can communicate your research to other academics, practitioners, the legislature and the broader community. It is a great career if you want to have an impact on the world around you, but it can be a slow process – be prepared!

Laura: My advice is to first get some practical experience before pursuing post-graduate study. This will give you confidence and help you to decide whether you prefer lawyering or academia. To secure an academic job interview today you need a PhD as well as a handful of publications. A PhD is (at least) 3 years of grind. It takes a lot of self-discipline and personal drive to keep focussed and to feel connected. Financially PhD scholarships don’t allow many (or any) fancy dinners with friends working at commercial law firms. Academic salaries are very liveable but hard to compare with the salaries earned by partners of successful law firms.

In addition, it is important to note that as a result of funding limitations, which have been exacerbated by the Covid 19 pandemic, workloads and other pressures on those who work in the tertiary education sector are mounting. Academia is by no means insulated from the concerns and pressure that you might typically associate with commercial sector employment. So before choosing academia as a career path you need to think carefully about all the steps involved.





# Financial Services |



## Organisations you might want to check out

- Accenture
- Bain & Company
- Boston Consulting Group (BCG)
- Deloitte
- EY
- Kearney
- KPMG
- L.E.K. Consulting

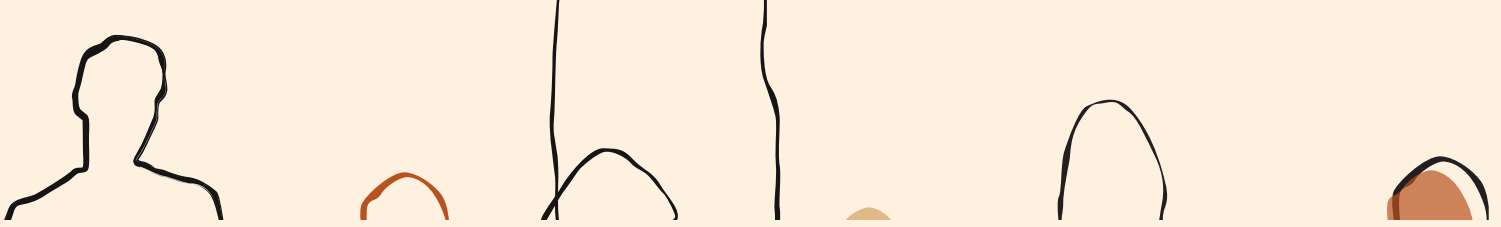
## Professional Services

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.



# Investment Banking |

## 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

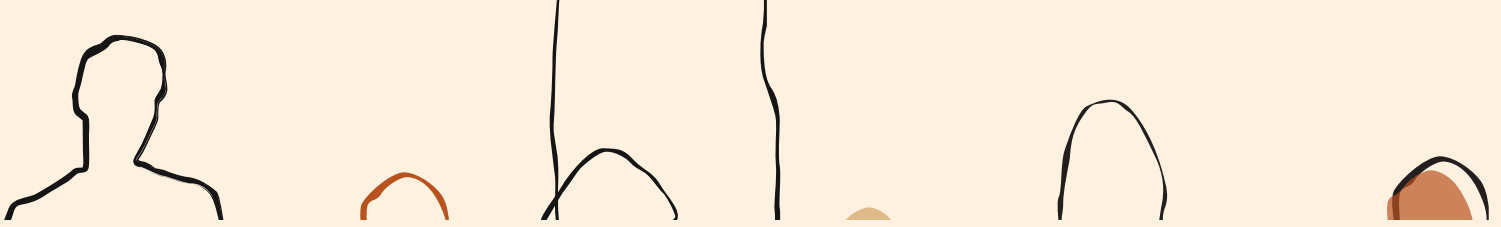
In investment banking and corporate advisory, firms provide advice on mergers and acquisitions, capital market transactions and restructurings. A junior banker is expected to support senior bankers by creating presentations, financial analyses and marketing material.

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*





# 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.

## Legal Aid Education

The Community Legal Education (CLE) 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).

## Legal Aid Clinics Include:

- Justice Net
- Northern Community Legal Service Inc
- Roma Mitchell Community Legal Centre
- Westside Lawyers
- Women's Legal Service



# Managing 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 everchanging place, so knowing what you enjoy and being good at it will always be valued and will provide you with satisfaction in your career.





# 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

## 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 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.

## 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.

### *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 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*

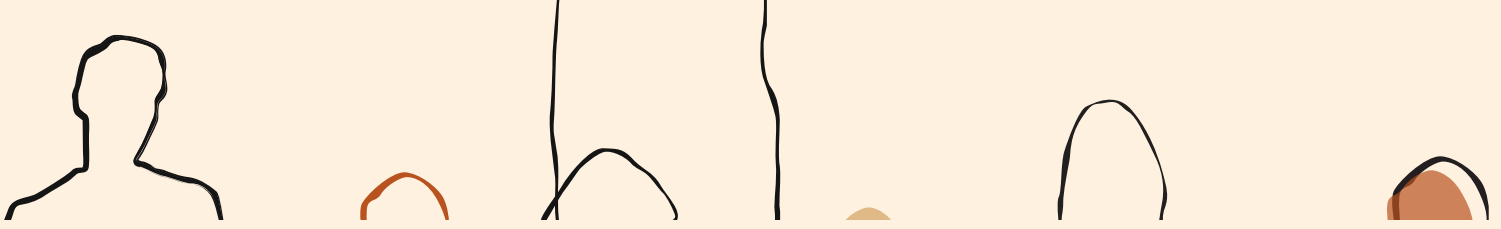
Offering placements across the globe all year around, The Intern Group works alongside leading companies, NGO's and governments internationally to combat a range of international issues. Specifically, tailoring programs according to your course and your interests whether it be business, hospitality, 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.

### *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.







# 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 graduates **Leighton McDonald-Stuart**, who has previously worked for Senator David Fawcett and is now an analyst & Company Secretary at Grain Producers SA and **Gemma Paech**, who is currently an Advisor to the Shadow Minister for Health and Wellbeing.

## How did you get your respective positions in lobbying and politics?

**Gemma:** In my second year of study, I signed up to the Adelaide University Labor Club and volunteered on the 2013 Federal Election campaign. These networks combined with my basic legal knowledge afforded me the upper hand in landing a casual role in the trade union movement, after which I was offered a part-time role in an Electorate Office while I continued my studies.

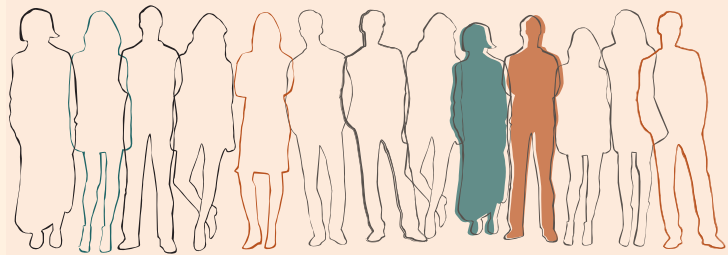
## What does an average day in your job look like?

**Leighton:** 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.

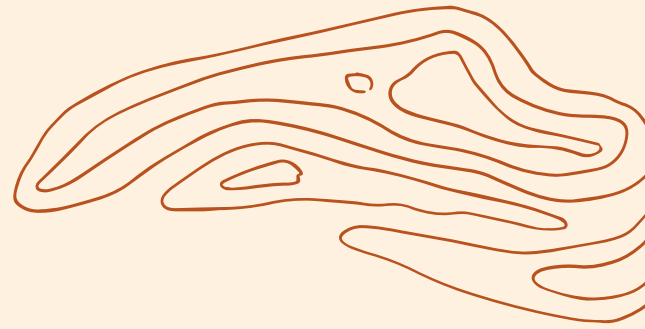
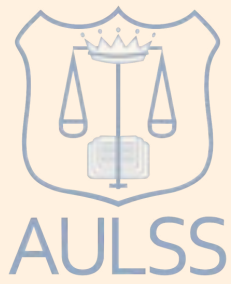
My recent focus has been preparing a brief to take to ministers and shadow ministers on a key policy priority for my organisation, planning a trip to the U.S. to assess regulatory challenges facing the use of biotechnology, and writing a policy response to the State Government's plans to overhaul SA's 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?

**Gemma:** While there will always be avenues to entering politics as a later career step, the connections you form in the youth wing of a party will build an invaluable base from which to launch that career. If you are interested in getting involved with a specific political party, reach out to the relevant contact on the party's official website and to your local club on campus. I would expect to hear back within days, with an offer for an informal introductory meeting and information about upcoming opportunities for engagement (events, meetings, and campaign activities). I'd also encourage you to use the opportunities law school provides to sharpen some very transferable skills - you can always pick the moot team gurus in Parliament!



On behalf of the Careers Team, we really appreciate you taking the time to read the Careers and Clerkship Guide and use it as your comforting companion as you navigate your opportunities within and beyond law!



2021