



NOTRE DAME
LAW STUDENTS' SOCIETY

Careers Guide

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Foreword



The Hon Chief Justice Peter Damien Quinlan

I thank the Law Student's Society for kindly inviting me to provide the foreword to this career guide.

I graduated from law school at a time when it was still assumed that most law graduates would enter the legal profession. This was the case whether or not those graduates had completed a degree in law in combination with another degree.

That landscape has changed dramatically. It is now the case that law graduates have available to them a far more diverse range of career options following university. Law graduates can now be found working in the fields of finance, government, the arts, the media and innovative start-ups, to name but a few.

It is also more likely, nowadays, that law graduates will follow different career paths over the course of their working life. Those that start in the legal profession may well find themselves, down the track, in politics, academia, journalism or one of a multitude of other areas. And, of course, with globalisation and technological changes, new industries and enterprises will continue to emerge, which are unknown to us today.

I encourage you, then, to use this career guide

to explore the many options open to you and to think laterally as you do so. Ultimately, the surest guide to any career is to find work that you enjoy, which motivates you and which brings meaning.

I trust that your law degree will have taught you how to think critically, to research efficiently, to solve problems and write succinctly. Whether or not you work within the legal profession, those skills will be valuable not only to you, but to anyone who employs you and, indeed, to the community as a whole.

For those of you who do decide to take the path to being admitted as a legal practitioner and working within the legal profession, I offer these additional comments. This is not because I am suggesting that it is the superior path for law graduates, but because it is the road that I have travelled and about which I feel most qualified to speak.

From my first job after graduation, as the professional assistant to the Solicitor General for Western Australia, to my recent appointment as Chief Justice of Western Australia, I have worked for governments (Commonwealth, State and local), for private individuals (rich and poor), for corporations (large and small), as a prosecutor and as



a defence counsel. I was also fortunate to work in a wide variety of areas of the law and in every jurisdiction I could.

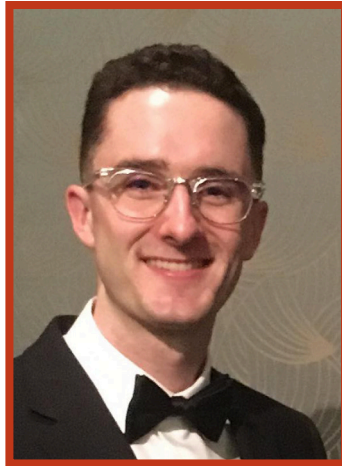
With all of that variety, however, there is a great unity to the practice of the law. Despite all of the differences, every case had a similar aim and every client a similar desire: to see justice done. That's a simple idea but it is one that we can often lose sight of amid the detail and minutiae of legal work. Each client's case is, to them, the most important case that you have. Their case

is probably one of the most significant, and can sometimes be one of the most traumatic, life events they will encounter. But with all of that heavy and, at times, unrelenting responsibility (and perhaps because of it) the work is deeply rewarding.

Legal practice is a deeply human enterprise and you are entrusted with power that affects people's lives in profound ways. For me, it has been an interesting and exciting story to be a part of. I hope it is for you too.



Editor's Note



NDLSS Vice President – James Locke

Welcome to the 2019 Notre Dame Law School Careers Guide.

Browsing through this document, you may notice that this edition varies from previous guides you may have read, with the main difference being a significant reduction in size. As most students have limited time for reading a 200-page document, we have streamlined this version to include only the essentials

Furthermore, as you have just read from the Chief Justice, this guide recognises that many of Notre Dame's law graduates may never practice law and, hence, includes examples of career pathways in areas outside of law such as banking and finance.

A huge thank you must go to all those who have contributed to this document and to everyone involved at the NDLSS for their tireless work

and long hours dedicated to finalising this guide. A further thank you to Christine Nyeboer for completing much of the planning work as Vice President prior to handing the role over to me.

I would like to acknowledge our generous sponsors and the extraordinary staff who represent them. It has truly been a pleasure working with all of you and I look forward to seeing you all back on campus in the future.

In conclusion, this guide aims to provide a brief outline of the many potential careers out in the real world. Please do not assume that we have covered every role or every pathway. Rather, consider this document to be a glimpse into the many possibilities that await you and an outline of some of the many firms and practice areas you may wish to pursue.

Enjoy reading this guide and the best of luck with your future applications.



Message from the Dean



Professor Joan Squelch

As you look forward to planning or commencing your career in law, it is important to think about what prospective employers want in law graduates, and what it takes to have a successful career in law.

Graduating from law school with an excellent academic record is essential for pursuing a successful career in law. Law students recognise and appreciate that it is important to achieve good grades in order to be successful in a diverse and competitive job market. But this is only one facet of landing that first clerkship and first law job and having a successful career. So, what do prospective employers want? What kind of graduates are employers looking for?

In addition to good grades, there are other key attributes and skills that employers look for. Topping the list is unsurprisingly the ability to communicate effectively. This means having excellent verbal skills and professional writing skills, whether writing emails, letters of advice or complex legal documents. Writing quality job applications including covering letters and

CVs gives employers a very good indication of whether the applicant has proficient writing skills and is a worthy candidate for the job. Other skills that feature high on an employer's list of professional skills include problem solving skills, analytical skills, critical thinking skills and research skills. After all, law is fundamentally about finding solutions to problems, and being able to think deeply and reason in a logical way in order to resolve often complex legal matters.

But besides these more typical professional skills, employers look for graduates who demonstrate a strong work ethic. For some, a positive work ethic is the *sine qua non* for career success. A strong work ethic is characterised by hard work, commitment and perseverance, attributes which are also necessary for successfully completing a law degree. It also means having a positive attitude, being self-motivated, confident, reliable and adaptable.

A strong work ethic is underpinned by professional and personal integrity, diligence and respectfulness. These attributes and



values are most readily demonstrated through aspects such as the quality of our work, professional behaviour, the ability to work in a team, how we treat others, our willingness to learn and take initiative, and our willingness to help others. In highly demanding, pressurised and competitive work environments it is all too easy to forget how important these personal and professional attributes and values are, but having a successful and rewarding career depends on holding on to and continuously working at developing such a work ethic.

law careers in the full confidence that they have a high-quality law qualification. But importantly, along the way students have also had the opportunity to develop essential employability skills and attitudes through their studies and engagement with the legal profession, and to develop a positive work ethic on which they can continue to build and grow.

The Notre Dame Law School offers a law program and learning environment that aims to ensure our law graduates can embark on their



NDLSS President's Welcome



NDLSS President – John Gray

We've made it to the end of the semester and what a semester it has been. Of course, we still have exams to come and the hard work truly begins. It's time to cram as much knowledge in your brain as you possibly can while smashing energy drinks and resisting the dreaded procrastination but if you do get distracted, reminisce about the brilliant events the NDLSS has put on in Semester One. Many of the major competitions have been held and we've had some excellent competitors being pushed to the absolute limit. We've had careers events with global firms at the beautiful Bread in Common, the cocktail party and law mixers throughout. Come semester two we will be bringing you even greater events, with more opportunities to learn, network and enjoy each other's company.

For some of you this will be the last semester you have to do and for others, it will be the end of your first. Each and every one of you should

immensely proud of what you have achieved thus far but this is only the beginning. Law school may seem like a major task, and it is, but the hard work is still ahead of you. Most of you reading this will head to a law firm to begin life as a junior lawyer, others will head in a different direction. Whatever and wherever you choose to do and go, the process starts now. This careers guide has been put together with the utmost care and attention by an incredible team, initiated by Christine Nyeboer, and finished by James Locke, as well as a host of amazing volunteers. For those of you applying for clerkships – good luck. Enjoy the process, see it as an opportunity to learn, to better yourself personally and professionally and remember, roughly 3% of law students get clerkships, don't worry if you miss out, far far more than 3% of all law grads get work upon graduation. You'll be fine.



Table of Contents

Acknowledgements	II
Foreward- The Hon Chief Justice Peter Damien Quinlan	III
Editor's Note- NDLSS Vice President – James Locke	V
Message from the Dean- Professor Joan Squelch	VI
NDLSS President's Welcome- NDLSS President – John Gray	VIII
Student Study Tips	5
Staff Study Tips	6
Volunteering	12
Competitions	19
Networking	21
The Law Society WA	25
InsideSherpa Netwroking & Virtual Internships	27
Opportunities at Multinational Firms	30
Scholarships	32
Construction & Infrastructure	36
Energy & Resources	37
Environmental Law	39



Working in-House	44
Academia	45
Family Law	46
Day in the life of a Barrister	51
Analyst Roles	52
Government	57
Non-Government Organisations	61
Practical Training & Tips	66
Leo Cussen Centre for Law - Profile	68
College of Law Practical Legal Training	
Your Pathway to Admission	70
Happy Lawyer Happy Life: How Tony Phillips Runs a Top Law Firm of Happy Lawyers	74
The Piddington Society Practical Legal Training	77
Post Graduate Training	82
Cover LEtters & CVs	88
Interviews	90
UNDA Alumni Where Are They Now?	95
Final Year Checklist	97



Featured Firms

Allen Overy	1
Allens	8
Ashurst	15
Jackson McDonald	23
Clayton Utz	40
Gilbert & Tobin	48
Herbert Smith Freehills	53
King & Wood Melleons	62
Minter Ellison	78
Norton Rose Fulbright	84
Squire Patton Boggs	91
K&L Gates	98



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DESCRIPTION

Allen & Overy was the first global elite law firm to commence operations in Australia. Our practice now comprises 25 hand-selected, top-tier partners, each leaders in their field, with an average of 20 years' experience.

Our Australian operations in Sydney and Perth are fully integrated into Allen & Overy's global network. The offices offer a full suite of corporate, finance (debt and equity), litigation and antitrust services. Our team includes partners and lawyers who are proficient in numerous languages including Mandarin, Japanese, Indonesian, German, French and Spanish.

Allen & Overy Australia offers the best of both worlds: the expertise and resources of a global elite law practice coupled with a leading group of senior domestic practitioners. With ease, we are able to provide our clients with innovative and cost-effective legal solutions around the clock. Since our arrival, Allen & Overy has quickly established a track record of executing both complex, unique and strategic cross-border and domestic transactions.

As a global elite practice, **Allen & Overy** is at the cutting edge of international legal and commercial insights. Our teams are often advising on market developments and 'firsts' around the world. In addition to this first-hand experience, we have established a 'Global Intelligence Unit' to track trends and emerging legal and commercial issues and analyse what they mean for our clients.

We are committed to offering our clients in the Australian market the expertise of our international knowledge platform and impressive global office network

PRACTICE AREAS

Allen & Overy has three core groups: Banking & Finance, Corporate and Litigation. Within these, the practice areas are diverse including: International Capital Markets, Mergers & Acquisitions, Private Equity, Projects, Structured Products, Funds, Competition, Tax, Energy & Resources, Litigation and International Arbitration

CLERKSHIP AND GRADUATE OPPORTUNITIES

Allen & Overy offer clerkships to all students starting in their pre-penultimate year. There will be one program running during the November/December 2019 period.

Graduate opportunities are also available to all law students.

KEY DATES

Summer Clerkship 2019/2020 program

15 July 2019: Applications for summer clerkships open

04 August 2019: Applications for summer clerkships close at 5pm

05 August - 13 September 2019: Applications reviewed, and interviews conducted for summer clerkships

20 September 2019*: Offers for summer clerkships will be made at 9 AM



Summer 2019/2020 program dates: 25 November 2019 - 13 December 2019.

*Offers for summer clerkship must be accepted or declined by 1pm

OFFERS

Allen & Overy anticipates offering 8-10 clerkships and between 3-5 graduates each year.

Allen & Overy also offer casual paralegal opportunities throughout the year to pre-penultimate and final year law students.

IDEAL STUDENT QUALITIES

There's no such thing as a typical **Allen & Overy** candidate. We're open-minded and are interested in people who share that quality. Your university is not relevant to our selection – we do not have a shortlist of preferred universities. Throughout each stage of our application we'll assess you against the characteristics that make up our competency framework. These are the personal attributes that we believe make people successful at Allen & Overy.

ADDITIONAL INFORMATION

We believe it is our global reach and our local depth that sets **Allen & Overy** apart. Our people are more often than not local, and they are hand-picked. And even in such a large firm, you are part of a highly focused team, playing a significant role. Our clients are blue-chip. Worldwide we act for major institutions, financial powerhouses, mining giants; they could be based in your own home town or on the other side of the world. We act on some of the most important deals. From the moment you join the firm, you'll be involved in helping our clients to protect and grow their assets

CONTACT

Reception: (08) 6315 5900

Human Resources: australian.recruitment@allenoverly.com

Website: www.allenoverly.com/careers/gradsaustralia



ALLEN & OVERY

IT'S TIME.



Thinking outside the box – how to make yourself stand out as stellar candidate

We're open-minded and are interested in people who share that quality. We mean it when we say your university is not relevant to our selection – we do not have a shortlist of preferred universities. Throughout each stage of our application we'll assess you against the characteristics that make up our competency framework. These are the personal attributes that we believe make people successful at Allen & Overy.

What we can offer you

During your three week placement at Allen & Overy; you will participate in real transactions as well as specifically designed exercises that provide a valuable insight into the role of an Allen & Overy lawyer. Bespoke training is provided by some of our leading lawyers in Australia, in addition to access to international training sessions. As your career progresses with Allen & Overy, you will be given a range of choices to develop your expertise, such as taking up the opportunity to spend time working in another office, whether that's a rotation as a junior lawyer, a longer term secondment or a permanent transfer.

What our selection process looks like

1. Applications to include: cover letter, CV, academic transcript/s and completed online questionnaire.
2. After the closing date, we will review applications and contact successful students for an interview.
3. Interviews will be held with one of our partners and our human resources manager. We will discuss your application, skills and knowledge, reasons for applying and commercial awareness.
4. Prior to interviewing, one of our lawyers or current graduates will take you out for a coffee. Here, you can have an informal chat with one of our team as to why they joined Allen & Overy and they will be able to answer any further questions you may have about the program, firm or their own path in law.

➤ To apply for our Summer Clerkship 2019/20 program, please visit: allenoverly.com/careers/gradsaustralia
Reception: +61 8 6315 5900
Human Resources: australian.recruitment@allenoverly.com

How to shine at interviews

- The interview is an opportunity to substantiate what you have said about yourself in your application.
- Revisit your application before the interview. Interview questions are likely to include details on school and university, interests and achievements, work experience and why you have chosen this career.
- University careers services may offer mock interviews – book one if you can. Getting feedback on this process can be really helpful before the event.
- Expect to be asked about topical, commercial or business issues. Be prepared to discuss your opinions. We want to find out what you think and why you think that way.
- Dress appropriately, smile, maintain eye contact and offer a confident handshake. If you have been invited to an interview, we already think you have potential, so remember this.
- An interview is a two-way process so this is also your opportunity to see whether the firm is right for you. Prepare questions to ask at the end of the interview covering genuine interests.
- If you are unsuccessful at interview, ask for feedback so you know where to improve.

Key dates for our Summer Clerkship 2019/2020 program

Monday 15 July 2019

Applications for summer clerkships open

Sunday 4 August 2019

Applications for summer clerkships close at 5pm

Monday 5 August to Friday 13 September 2019

Applications reviewed and interviews conducted

Friday 20 September 2019 (9am)*

Offers for summer clerkships will be made

* Offers for summer clerkship must be accepted or declined by 1pm.

A career in Law

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Student Study Tips:

Grace Gilbert:

Even in those dreaded couple of weeks of semester where it feels like every assignment is due, try to make it to your usual lectures. It takes a lot longer to catch up on that content before the exam than it does to take time out to attend the class.

Have immovable obligations in your weekly schedule that are not uni related. It can be easy to get swept up in deadlines and let go of all the important things in your life that make you a whole human being!

Sophie Blades:

Study in short bursts rather than feeling guilty for not being productive for the entirety of a long period.

Tess Dillon:

- Start your assignments straight away.
- Adjust the settings on your social media. Set yourself screen time limits.

Paige O'Shea:

Studying law is challenging. If you are just starting your degree, it can take time to learn the best study techniques that work for you. If you are studying law as post-graduate, you may find that the study methods you had in your previous degree may no longer be applicable. Here are my three study tips that have helped me throughout my law degree.

1. **Separate your study space from your social space:** If possible, try to study somewhere other than at home, or if you are at home dedicate a space to study. By studying at somewhere like the library, this will cut out a lot of distractions and make your study time more effective. It also means that when you are at home, you can use this time to relax and are not burdened by the thought of studying.
2. **Find a style of note-taking that suits you:** Taking detailed notes is an unavoidable aspect of studying law. You take notes in lectures, you take notes from readings, you prepare exam notes. Find a note taking style that works best for you – it may be using colour, tables or diagrams. Most of all, make your notes easy to understand so that when it comes to an exam you don't waste time flicking through pages trying to find that one case you're looking for!
3. **Find people to study with:** Studying with friends is a big motivational tool! By working with other people, you can discuss topics you are struggling with and can bounce ideas off each other. Study with people who encourage you to produce your best work and do not distract you when it comes to crunch time and you have to meet deadlines.



Staff Study Tips

Adam Jardine

1. **Start in week one and study consistently throughout the semester.** It's much easier to learn in bite-sized chunks, building each week on what you learned the week before, than in a last-minute cram-a-thon.
2. **Passive learning is useless unless you turn it into active learning.** If all you do is sit back and absorb lectures and readings, you won't retain anything. **Do something** with your notes: make templates or flash-cards, draw mind-maps, make recordings to listen to in your car ... and most importantly, **practice** with as many IRAC questions as you can get your hands on.
3. **Don't 'catastrophize'.** Firms don't just look at your grades, the difference between a 'C' and a 'D' isn't great enough to justify going prematurely grey, and hey, we'll all be replaced by AI eventually, so what does it matter?

Lara Pratt

1. **Prepare for your classes.** Pay attention to what is required for the particular course as lecturers design their courses to suit both the length of classes and the particular content. At the very least you should be doing the set readings but may be expected to attempt a particular task before class. If you are prepared for the class then you will get more out of it and you can ask questions that are relevant and interesting. In the long run it is a more efficient use of your time as when you do need to ask a question of your lecturer you are asking *informed* questions rather than learning content that is set out in the readings. It is also much more enjoyable for you if you can participate!
2. **Participate in class and do not be afraid to make mistakes.** Turning up and sitting silently hoping to absorb information is not a particularly useful exercise. Skills such as statutory interpretation, argument development and the dreaded 'issue spotting' only come with practice. So long as you have made a mistake based on genuine error (as opposed to lack of preparation and wild stab in the dark), academic staff can try to work out *why* you made the mistake and provide guidance as to how to avoid it in future. Do not let the first mistake you make be in the assessment or exam.
3. **Take ownership of your studies.** High school strategies will not always translate to achieving high results in Law School and rigidly sticking to "this worked for year 12" can be contrary to good outcomes. Firstly, be open to new ideas and think very carefully before concluding something 'works'. Be honest with yourself, are you looking for strategies for study which give you short cuts, or do they genuinely help you understand the content. Notably, students who attempt to adapt 'template' or 'sample' answers are very rarely successful in doing more than producing a basic or superficial result because it confuses *reproducing* content in a particular form with *understanding* the content sufficiently to apply it to novel facts. Secondly, if something really does work for you, then you should be able to create it yourself. By all means learn from the different options presented to you by your lecturers – if you love the flow charts in one subject then try creating them in other subjects, if having a photo/image associated with each case helps you remember it, look for images that you associate with the particular cases. The process of creating revision notes and study aids is what helps you really think through and engage with the materials, and to recognise where there are gaps in your knowledge.



Justine Howard

1. Even though you may be working many hours outside of uni, always leave enough time for study. You won't feel fantastic if you fail final year and have to repeat a course.
2. Leave enough time each week to spend quality time with your family. They are the people who are getting you through law school. Nurture those relationships. They are important.
3. See any mistakes you make as an opportunity to build resilience. You will encounter times in your career where you will need it. Build resilience.



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



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



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



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



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



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



Clerkship program

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

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



Graduate program

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

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

Find out more at allens.com.au/yourcareer

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DESCRIPTION

Allens is a leading international law firm. Together with Linklaters, our global network spans 40 offices across 28 countries.

Named Australian Law Firm of the Year (Chambers Asia Pacific, 2017) we make it our business to know our clients' businesses. We have built our reputation on the quality of our people, the strength of our client relationships and our innovative approach to complex work. We combine technical excellence with commercial understanding to provide the best insights and whether you're a global multinational or a start-up with a bright idea, our commitment to outstanding service is the same.

PRACTICE AREAS

Allens is a major corporate firm with practice areas across almost all sectors. Here in Perth, however, our focus is primarily:

- Banking & Finance
- Projects & Development
- Corporate M&A
- Disputes & Investigations

CLERKSHIP AND GRADUATE OPPORTUNITIES

Allens offers Clerkship opportunities to penultimate year students. A Clerkship with Allens will give you invaluable insights into our work and culture. With support from a buddy and development supervisor, you'll work on real matters for real clients and be involved in a variety of projects. Graduate opportunities are filled through our Clerkship Program

KEY DATES

Clerkship applications open 15 July 2019 and close 4 August 2019. We offer three-week programs, two over summer and one during winter, to coincide with university holidays

OFFERS

Allens offers approximately 30 clerk roles and approximately 10 graduate roles. Allens offer the Dive In program for students in pre-penultimate years. Dive In is designed for students before their penultimate year to gain an insight into Allens and working in commercial law. Students currently in 1st to 3rd year of an undergraduate Law degree, or 1st year of a JD degree, are eligible and encouraged to apply. The program will be running in the Perth office for one day during May

IDEAL STUDENT QUALITIES

We're proud that there isn't an 'Allens type'. We know that diverse perspectives help solve complex problems, strengthen teams and enrich client relationships. The more you enjoy working with a diverse range of people, the greater your success will be.

While we celebrate our differences, it's important to understand what unites us. Initiative, excellence, commerciality, flexibility and commitment are all attributes that our people have in common. These help us to succeed as a team and individually.



Building a culture of inclusion ensures our people can reach their full potential. For us, this starts with strong leadership. Our inclusion and diversity strategy is supported by an Inclusion and Diversity Council, chaired by our Managing Partner. This council provides sponsorship, role-modelling and drives initiatives across our firm.

CONTACT

Students can send queries to Student.Careers@allens.com.au



> Tips for young lawyers

Why did you choose to work in commercial law?

We sat down with four of our Perth Law Graduates, to get an insight into deciding which area of law is right for you, and why they decided on careers in commercial law.

- > *I chose to work in commercial law because I found this area to be the most interesting at university, compared with many of my other units. I affirmed my interest in commercial law through clerking and working as a research assistant and paralegal in a variety of commercial firms while at university.*

Nalin Behere
Law Graduate
Projects



- > *I completed clerkships at government departments (DPP and SSO), as well as at several commercial law firms, to expose myself to a variety of legal work. From these experiences, I decided I preferred working in a commercial law environment, as I enjoyed the variety of work, the opportunities for pro-bono work and the team culture.*

Jasmine France
Law Graduate
Projects



- > *At university, I studied both law and commerce (majoring in international business). I made the decision to work in commercial law because I enjoyed both my degrees and I found commercial law to be a good intersection of these areas.*

Alma Jovanovic
Law Graduate
Real Estate & Development



- > *During my time at law school, I worked in several different areas of the legal industry to figure out what type of law I would enjoy most. I have always been interested in commercial law, having entered the Juris Doctor from a commerce background. Doing clerkships in commercial law helped to affirm my interest in this field because I found the work challenging, exciting and highly rewarding.*

William Wong
Law Graduate
Mergers, Acquisitions &
Capital Markets



Volunteering



Aboriginal Legal Service of Western Australia Limited (ALSWA)

The Aboriginal Legal Service of WA Limited (ALSWA) offers a variety of challenging careers for highly motivated people keen to make a positive difference in the lives of Aboriginal and Torres Strait Islander peoples.

ALSWA provides assistance with criminal law, family law, civil and human rights law, policy, law reform and community legal education.

With its Head Office in Perth, ALSWA also has eleven regional offices throughout Western Australia.

ALSWA has a strong history of striving for justice for over forty years and seeks to employ people who are committed to providing the highest possible standard of professional and culturally appropriate legal services.

Employees enjoy:

- The opportunity to work with an organisation that is dedicated to protecting and advancing the rights of First Nations Peoples;
- Competitive remuneration with access to salary packaging services;
- Opportunities for professional development; and
- Optimal working conditions, ongoing support and focussed direction.

ALSWA is an equal opportunity employer that fosters diversity in the workplace and is committed to increasing the representation of Aboriginal people at all levels within its workforce.

The Aboriginal Legal Service of Western Australia embraces the cultural values of Care, Share and Respect in its commitment to clients, their families and communities.

ALSWA vacancies are advertised on the SEEK website www.seek.com.au and the ALSWA website www.als.org.au and ALSWA Facebook Page.

Aboriginal people are encouraged to apply.

****This information is correct as at April 2019.***



Women's Legal Service WA

By volunteering with Women's Legal Service WA you have the opportunity to make a huge difference to our work.

Volunteers enable us to provide legal services to more women and increase our capacity to contribute and drive policy and law reform for issues affecting women. Volunteers also ensure the quality of our services is kept up to date and relevant.

Our volunteers come from a variety of backgrounds, ranging from first year law students and law graduates undertaking their Practical Legal Training, through to retired lawyers and professionals from non-legal backgrounds.

The nature of our work is varied, so the work volunteers do depends on specific projects that occur. The type of work our volunteers undertake includes:

- Legal research on client matters
- Assisting on client files –this may include meeting clients with a lawyer and assisting to prepare court documents and work on files
- Attending court with a lawyer in a non-legal support capacity
- Assisting with research and drafting law reform submissions
- Scanning and uploading documents to our client database
- Drafting and formatting legal information materials for our website or for use in community legal education sessions
- Assisting with administrative and operational tasks (non-legal). This may include data entry, filing and typing or other tasks regarding higher skill levels such as policy and procedure development and help with funding submissions.

Our Principal Legal Officer or another senior lawyer with delegated responsibility supervises all volunteer work. The type of work you carry out may depend on your individual skill set, experience and expertise.

The Senior Executive Officer supervises all non-legal work.

To ensure your work is properly supervised, we limit the number of volunteers we take at any one time. All volunteers are offered volunteer agreements for a fixed period (for law students it is usually the term of each semester) as we recognise that volunteers have other commitments and responsibilities.



Legal Clinic volunteers

Only with the assistance of volunteer solicitors can we run our specialised low-cost Legal Clinic. Our dedicated volunteers gift their time to this service, providing one-off advice, information and referral for women in relation to family law property matters.

Sometimes students assist our lawyers with the intake process to ensure that the lawyer has all the available information at hand prior to their appointment. This ensures each client gets the most value from their time with the lawyer.

If you are interested in volunteering with us, please see wlsa.org.au/get-involved/volunteer/, or email your resume and a cover letter explaining why you want to volunteer with us to info@wlsa.org.au. Our Principal Legal Officer will be in touch to discuss any potential opportunities. Whilst we do our best to accommodate potential volunteers, intake can depend upon applicant skills, need and capacity at the time due to the volume of enquiries.





make the difference

to your career, clients and community

Aim beyond pure legal knowledge. Beyond commercial advice.

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DESCRIPTION

As a global law firm with a rich history spanning almost 200 years, we've established ourselves as a leading adviser to corporates, financial institutions and governments, on all areas of the law including finance, M&A, disputes and competition.

We're renowned for helping our clients navigate through a complex and constantly evolving global landscape. With 26 offices across the world's leading financial and resource centres, we offer the reach and insight of a global network combined with deep local market knowledge.

Our people are our greatest asset. We bring together lawyers of the highest calibre with the expertise, industry experience and regional know-how to provide the incisive advice our clients need. As a global team we have a reputation for successfully managing large and complex multi-jurisdictional transactions, disputes and projects, and for delivering outstanding outcomes for clients.

PRACTICE AREAS

Our presence in the world's leading financial and resource centres in Europe, Asia-Pacific, the Middle East and the USA gives us the scale to attract global mandates, with cutting-edge capabilities in three key areas: Corporate, Disputes and Finance.

In Perth, our prominent practice areas include our corporate projects and corporate transactions teams, banking & finance, and disputes resolution and employment teams

CLERKSHIP AND GRADUATE OPPORTUNITIES

We offer clerkships in each of our Australian offices, application and recruitment dates are aligned to the state guidelines. You'll firstly need to decide which office you want to clerk in, and only make one application via our online application form.

We prefer clerkship candidates to be in the penultimate year of their combined Bachelor of Law or Juris Doctorate or Graduate Law degrees. But we will consider applications from finalists, if they were not able to complete a clerkship in their penultimate year.

We predominately recruit our graduates from our seasonal clerkships. It's important that you apply for a clerkship at the office of your choice. Any further graduate roles will be advertised on our website after the clerkship season ends.

KEY DATES

- Applications Open Monday 15th July 2019
- Applications Close Sunday 4th August 2019
- First Round offers made Friday 26 July 2019 at 9am
- First Round offers held open to Friday 26 July 2019 5pm

OFFERS

Across Australia we typically take 120 - 130 seasonal clerks and approximately 70 graduate positions nationally



IDEAL STUDENT QUALITIES

There is absolutely no Ashurst “type”. We actively seek out a broad range of minds and backgrounds, all united by a common set of strengths. There is no required past experience – but it is advantageous to have had a diverse range of experiences that demonstrate the following competencies:

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

CONTACT

Graduate.Programs@ashurst.com



A day in the life of...

Benjamin, Graduate

Studied: Bachelor of Laws (Honours),
Notre Dame University



It should come as no surprise that each day in the life of a commercial lawyer is different. As a graduate, this is even more true. Unless you're working on a big, ongoing project, each day you'll likely be given a variety of separate tasks from a number of people in your team; your buddy, your supervising senior associate, even your partner. An enthusiastic attitude and a willingness to get involved are your best assets as a graduate in any law firm.

I work for an international commercial law firm and have completed 12 months of the 18-month graduate program, which sees grads go through three six-month rotations in different areas. So far, I have worked in two very distinct teams and have had the opportunity to work interstate for a few months. What constitutes a typical day for me has therefore changed significantly over my time with the firm. I began working life in the Infrastructure team, where on any given day I could be reviewing large construction contracts, attending client meetings or negotiations, and drafting documents like reports, term sheets or summary tables which are used in a variety of different transactions. I worked directly with the partner on some matters, and also with the other lawyers in the team.

I have also rotated through the Employment group, where a typical day might involve reviewing our clients' compliance with various employment or work, health and safety legislation, drafting advices on employment issues and assisting with preparation for workshops or presentations delivered to client groups.

In my first year with the firm I was fortunate enough to be given the chance to live and work in Melbourne for a few months on a particularly large national matter. I was working as part of a big team comprised of graduates and lawyers from across our Australian network. It was an incredible experience and demonstrated the sort of opportunities that working at an international commercial law firm can bring.

Of course, being a commercial lawyer is not all about work. I have been heavily involved in the firm's social and community events as well. I have helped organise staff functions, attended Law Society commitments with the firm, been involved in mentoring and volunteering programs and have even been back to uni – to assist in judging student competitions and networking with future grads. All of this stuff happens on a day-to-day basis as well.

Life as a commercial lawyer can be challenging; but it is also stimulating, varied and exciting. You'll be working with intelligent and driven people on complex and interesting matters. In your first few years you will learn a lot – and not just about the law. You'll develop skills in communicating, working with others and thinking critically. Just as you work hard, you'll also play hard. I am looking forward to the next years of my career as a commercial lawyer, expecting each day to bring new opportunities and experiences.

Competitions

NDLSS Vice President (Competitions) – Emily-May Roberts

The NDLSS proudly hosts a range of different competitions throughout the year. They are a fantastic way to become involved in the law school, build your legal skills, and add to your resume! In 2019 the following competitions will be running:

Semester 1:

- Senior Moot (2019 Grand Final Competitors and Judges Pictured);
- The Ashurst Negotiations Competition (2019 Grand Final Competitors and Judges pictured);
- The Clayton Utz Senior Client Interview Competition;



Semester 2:

- The King & Wood Mallesons Junior Moot;
- The Bennett & Co Trial Advocacy Competition;
- The Herbert Smith Freehills Junior Client Interview Competition; and
- The Red Cross International Humanitarian Law Moot.



Oftentimes, particularly for junior students, competing can seem incredibly daunting (we have ALL been there!), and the NDLSS and Competitions Committee is constantly working to make our competitions inclusive and enjoyable for students at all stages of their degree.

We already have both junior and senior mooting and client interview competitions to provide opportunities to support junior students through their first competitions. This year this includes a completely restructured Junior Moot, to guarantee at *least* two mooting opportunities (no more 'round one knockout'!) for every competitor and the chance to receive and apply feedback before each round or written and oral submissions.

The NDLSS, in conjunction with the law school's moot coordinator Nicholas Summers, also send competitors to compete in a number of external competitions, including:

- The Philip C. Jessup International Law Moot Competition;
- The Administrative Appeals Tribunal (AAT) Moot;
- The Allen & Overy Private Law Moot;
- The AMPLA Mining Law Inter-Varsity Moot; and
- The Sir Harry Gibbs Constitutional Law Moot.

Notre Dame has had incredible successes - particularly in the AAT Moot, where we are the reigning 2017 and 2018 National Champions! (2018 Winners Yashoda McGeary, Emily-May Roberts and Daniel Purdy pictured).



There are so many benefits to competing - in 2019 the NDLSS is continuing to offer prize money for the winners of each competition, in addition to the honour of being asked to represent the law school and compete at the annual Australian Law Students Association (ALSA) Conference. Each year this is hosted in a different Australian city. 2019 will see us all head to Melbourne in July for a fantastic week of competitions and networking (and coffee that does not cost \$5.00 a cup... in our opinion the best part about competitions at ND)!

The more you compete, the more confident and experienced you will become - increasing your chances of doing better, or even winning, each time you step up to the podium! If you have any questions or queries, or are keen on getting involved in competitions or assisting in their organisation - please contact our Competitions Vice President, Emily-May Roberts, at competitions.ndlss@nd.edu.au.



Networking

Melissa Settineri – Jackson McDonald

My name is Melissa and I am a solicitor in Jackson McDonald's Dispute Resolution and Litigation team. I joined Jackson McDonald as a law graduate in March 2016 and have recently finished my period of restricted legal practice. I am now a fully-fledged solicitor!

Jackson McDonald is WA's largest independent law firm that offers a full range of commercial law services, boasting 26 partners and nearly 200 staff members. We have been around for almost 100 years and pride ourselves on our long-standing networks and connections. This places us in the best possible position when providing advice to our clients.

What I love about the work I do is the variety of matters I get to work on. As a junior litigator, I have been involved in 6 trials, each of which were incredibly diverse in subject matter. For example, one matter involved a multi-million-dollar construction law suit and another was in relation to a pony! A common feature of all those matters, and my work more generally, is they have required Jackson McDonald to call on a range of expertise – both within our firm and outside it. This has shown me the importance of the networks we hold in the legal profession, with other professions and across industries generally. From these experiences, I have also learnt the importance of building my own personal brand from early in my career, both internally and externally to the firm.

The benefit of working in a firm that provides a range of services is we can utilise the expertise of other teams. For example, we may

need to consult our corporate tax team when drafting the terms of a settlement agreement for a mediation. Working within the Dispute Resolution and Litigation team and working with other people in the firm, outside of my team, has allowed me to build a large network of people quickly. Those people are also willing to advocate on your behalf, both internally and externally to the firm.

I am a member of Jackson McDonald's Branching Out Committee. Branching Out's objective is to develop young professionals' networking and business development skills, to provide opportunities for them to implement those skills in 'the real world' and to encourage inter-profession networking. Networking certainly seems like a daunting thing when you start your legal career. I remember being so worried about being the tiny pipsqueak junior in a room full of super-experienced lawyers. What you soon learn however, is that it's really about having meaningful, engaging conversations – which won't necessarily have anything to do with the law.

There are many other junior professionals looking to network too. Branching Out caters its events to those like-minded young professionals, by hosting various events throughout the year for attendees from a range of professions including restructuring and insolvency, accounting, property, the arts, engineering, insurance, architecture and so on.

For some people, all this talk of networking might be exciting. For others, it might be



completely frightening. Wherever you sit on the scale, what I can tell you is this. At Jackson McDonald, networking internally is an easy thing to do – that's because we have a unique culture and share the same values that really make us like one big family. When it comes to networking externally, our established connections with other professions and industries means the ability for us to reach out to network and call on the expertise of others is not daunting at all. Not only that, when I network externally I am often supported

and accompanied by my junior and senior colleagues.

At Jackson McDonald, my network is filled with caring, intelligent, passionate and thoughtful people who take their work *very* seriously, but not themselves too seriously. My network is also constantly expanding and that is really exciting. JacMac is an absolutely awesome place to work and the people make it what it is. We would love to chat to you soon...





passionate people delivering **smart solutions**

Graduates that come to Jackson McDonald are continuously learning. Not just technical and legal skills, but the soft skills that are required to be a lawyer of today. Keep an eye on our website for upcoming graduate opportunities: www.jacmac.com.au

t +61 8 9426 6611 f +61 8 9321 2002 e hr@jacmac.com.au

a Level 17 225 St Georges Terrace Perth Western Australia 6000

www.jacmac.com.au



DESCRIPTION

Jackson McDonald is an independent, full-service commercial law firm offering legal expertise in a wide range of areas. Having operated in Western Australia for almost a century, we are one of the State's largest law firms with 26 partners and almost 180 staff.

We are proud of our deep networks with industry stakeholders from commercial businesses and regulatory bodies to government authorities. We have a rich history of helping multinational corporations and mining companies, banks and government agencies, local developers and high net worth individuals achieve their legal objectives.

PRACTICE AREAS

Dispute Resolution and Litigation; Corporate Commercial including Workplace Relations & Safety; Construction, Projects and Infrastructure; Property, Planning and Environment; Energy and Regulation; Insurance and Risk.

CLERKSHIP AND GRADUATE OPPORTUNITIES

We offer casual paid positions to students to work in our busy Legal Technology Support (LTS) team while they continue to study. This is a great introduction to working in a law firm where students gain valuable legal skills and experience along the way. The firm's clerkship program is currently on hold.

OFFERS

We recruit law graduates on an as-needed basis which means that numbers vary each year depending on the operational needs of the business at the time. So far, in this financial year, 7 law graduate/entry level lawyer positions were filled at **Jackson McDonald**.

IDEAL STUDENT QUALITIES

We look for people who are passionate about what they do and whose values match our own.

CONTACT

Senior HR Advisors, Ella Telfer and Jacinta Capelli can be contacted on hr@jacmac.com.au or 9426 6736. We advertise Law Graduate vacancies on our website at www.jacmaccareers.com.au



The Law Society WA

What did you struggle with when you first began to network and how did you overcome this?

As a shy introvert, networking has been one of the more daunting but necessary skills I have had to develop in my legal career so far. I struggled with the expectations I put on myself, what I imagined others thought of me, and a sense of needing to impress and being inadequate. But I have learned that networking can actually be enjoyable, if I remember the following:

1. Don't try and be anyone but yourself. You don't have to be working the room, chatting to everyone and impressing with your charm. Just one person, one real and genuine connection is much better than a fistful of business cards. Be authentic.
2. Define networking creatively. It doesn't just mean "networking" events. If you don't like standing around making small talk, find events or organisations you can contribute to instead.
3. When you are at a networking event, it is daunting to try and break into a conversation, but try anyway. Worst case scenario is that you have a funny story to tell your friends when it goes badly. People are usually friendly and accommodating. It also helps to remember that everyone is thinking about themselves much more than about you.
4. Don't put the pressure on yourself to try and impress someone with how smart you are. Your work ability is something you can demonstrate when you are actually working. Just have a conversation. This is where you show your soft skills - your empathy, life experience outside of law, how easy you are to get along with.
5. Don't think about what this person can do for you - think about what you can do for them. Make a friend. Ask them questions. Be curious about them.
6. Just like the rest of your professional skills, networking is a skill you build over time. No one is born knowing this. Practise. Challenge yourself. Start small.

And finally....

7. Keep an eye on your alcohol intake. Don't be memorable for the wrong reasons!

- Melanie Callow, Law Society of Western Australia's Young Lawyers Committee Member and University of Notre Dame Australia Alumna

Further Employment and Careers Resources Provided by the Law Society:

Grad-Match

Grad-Match is a clearing house service for law graduates that have not yet obtained a graduate position.

Recent graduates can complete a sample CV template, which is placed on our Grad Match register for up to three months.

Practitioners wishing to employ graduates can access the register and contact the relevant graduates directly.

This is a free service available to Law Society members.

Further information can be found on our website: <https://www.lawsocietywa.asn.au/careers-in-law/grad-match/>

Information Guide: Law Graduates' and Junior Legal Practitioners' Working and Pay Conditions

The daily life of a grad or newly admitted lawyer is filled with enough tough questions – *How do I draft a Calderbank letter? Do I sign off as "regards" or "kind regards" ... "cheers", "yours sincerely", "warm regards"!? How do I scan an A5 document and print it in A4? When is it acceptable to lose the tie?*

What to do when you become unsure of your working or pay conditions shouldn't be one of them. The Law Society has developed an information guide to encourage best practice, fairness and



compliance with legal obligations when employing graduates and junior practitioners. This useful guide covers issues such as remuneration, conditions of employment and employee supervision. The information guide is free to access and available on the Law Society website - <https://www.lawsocietywa.asn.au/wp-content/uploads/2015/10/Law-Graduates-and-Junior-Legal-Practitioners%E2%80%99-Working-and-Pay-Conditions.pdf>

Employee Relations Advice Line

Law Society members can also access additional employment support through the Employee Relations Advice Line, a free, confidential telephone advice service provided by the Chamber of Commerce and Industry of Western Australia.

The service can provide advice to members on matters relating to a range of HR and employee relations issues - <https://www.lawsocietywa.asn.au/lawcare-wa/employee-relations-advice-line/>



InsideSherpa Networking & Virtual Internships

Tips on Networking

Ask about their story

Everyone likes to talk about themselves! Asking someone about their journey of how they got to their current position is a great way to create an intimate and memorable conversation.

First impressions

Things like professional attire, strong eye contact and a firm handshake go a long way in creating a positive first impression. Try practicing talking to a mirror if you need to improve in this area!



For more career tips and opportunities, visit www.insidesherpa.com



InsideSherpa

Don't go overboard

It's easy to put people with impressive credentials on a pedestal. Show them the respect, but don't go overboard. Treat them like a human to create a more natural conversation.

Follow up

After you meet someone at an event, always get their contact details and follow up to thank them for their time. The goal here is to try and organise another meeting or chat to build the relationship.

InsideSherpa's Virtual Internships

InsideSherpa's virtual internships are free, open access online programs which give you the opportunity to complete true to life tasks at companies like KPMG, ANZ or King & Wood Mallesons.

These programs are available to any student, regardless of university, year or location. We're here to bridge the gap between your studies and real work to help you stand out.



Build real skills

- Gain real experience by completing the same work as graduates/interns



Exclusive career events

- Students that enrol in our programs gain exclusive access to webinars, networking events and more



Gain a head start

- Gain CV credit, and demonstrate your interest to our partner firms

How does it work?



Create a personal profile on InsideSherpa



Complete the program(s) of your choice



Compare your work to exemplars provided on InsideSherpa



High-performing students get recruited into partner firms

10
05
19

PERTH LAW CAREERS FAIR

Perth
Convention
and
Exhibition
Centre
Ballroom 2,
12pm-3pm



BLACKSTONE
SOCIETY



NOTRE DAME
LAW STUDENTS' SOCIETY



CSLS

msls
MURDOCH STUDENT LAW SOCIETY



edith cowan
student
law society





*Create change through
legal*

*Create
Yourself*

Where are you going next?

We know it's not easy deciding what you want to do with your career and there is never one path for everyone. With us, you will be supported to make a confident choice. And together, we'll live our purpose to build trust in society and solve important problems.

With us, you'll create your own path. You will be able to blend your passions and interests with your work and your ideas will be heard. You'll be challenged and grow more rapidly than you ever thought possible while having the coaching, mentoring and support to back you.

We look for people who are passionate, creative, agile and digitally savvy. People who are ready to embrace the ever changing business landscape. Skills like problem solving, building trust, creativity, innovation, agility, relationships and leadership are what makes the difference.

To us, your job is not just a job. We provide a range of benefits that help you embrace work as a holistic part of your life. With no dress code, flexible work options and a number of employee-led diversity networks to join, you'll be able to bring your whole self to work every day.

Create the future growth of PwC Australia's legal practice

Our growing legal practice is made up of a team of lawyers who work collaboratively with other business specialists within the firm to provide expert commercially-focused legal services for our clients. The team harnesses the strengths of a leading professional services firm to create a multi-disciplinary practice that is truly unique.

With more than 3,200 lawyers in 90+ countries, we bring the power of a global network to help Australian businesses, not-for-profit organisations and governments assess their performance and improve the way they work so that they can make even greater impact.

In Australia, we're currently one of the fastest growing legal practices. As we continue to grow, we are focused on attracting and developing high potential legal talent, identifying the best lawyers of the future through our graduate and clerkship programs.

So, where you going next? Visit pwc.com.au/careers/student-career



Opportunities at Multinational Firms

Clay Roy – Manager at PwC

It's a tough decision all graduates face when taking the first step into their careers. What most first think will be one career path, often leads to many different paths throughout their career. So, what employers are best suited to support you and better yet provide you with these opportunities throughout your career?

For a lot of graduates, the thought of travelling the world can play a big part in making that decision. As the world gets smaller and globalisation continues to be a focus for companies and firms alike, the offering of overseas placement is one that is quickly becoming an expectation for employees as they continue to climb the corporate ladder.

In my short career, almost half of my time has been spent working overseas. Most recently, I spent the last three years working in Dallas, Texas with PwC. The experience you gain working overseas is invaluable as you quickly build on the similarities you've been brought up on throughout your career while embracing the differences that bring new challenges into your everyday work life. Not only this, you also learn how to adapt to a new work environment, forcing you to better yourself with independent

learning but also knowing to ask for help when you need it.

I myself was always intrigued with the idea of living and working away from Perth. After hearing the stories of returning colleagues and their experiences, working abroad was never a question for me and I'm glad I put myself in a position at a multinational firm that provided such great opportunities for their people. Now that I've returned, I hope that I can share my experiences with my colleagues here in Perth as my previous colleagues have.

So, if you're still unsure of where you would like to begin your career, ask yourself what it is that these companies and firms can offer you. If travelling abroad is on your bucket list, why not do it while enhancing your career and position yourself at a multinational corporation or firm that can provide you with this opportunity? Just remember to communicate your intentions early and regularly and let your hard work and determination reap the rewards of being offered that opportunity. I wish you all the best in taking the first step in your career, wherever that may be.



EY Law



Helen Le
Solicitor

“

Since I joined EY Law, I have been exposed to various areas of law, this has meant that no two days are the same and each day provides new challenges and opportunities for me to continue to grow and develop. I have been very fortunate to have worked on complex legal matters early on in my career which has been an experience that I have found invaluable.

EY Law is a legal practice within a global organisation. In essence, this means that being a part of this team gives me opportunities to collaborate with other teams to deliver approaches to complex issues. I have been able to work with a range of different professionals on different matters which has developed my knowledge in all areas of law as well as developed my knowledge in different sectors and industries.

Being a part of EY Law means that you are in a position to be exposed to a variety of challenging work whilst learning from leaders of the field and being supported by your peers. I have been very fortunate to be part of a team that encourages learning and that provides me with a wide range of opportunities.

EY Law in Perth has been recognised for the third year running as a Top Tier Tax Firm in Western Australia, and is part of the expanding global network which comprises of over 2,500 lawyers across more than 80 countries.

The Perth team specialises in tax advice and tax disputes, trust law, business succession and estate planning, superannuation, not for profit and related corporate and commercial work.

Your exceptional EY experience begins now

Our **Clerkship Program** is a great way to experience the working world during your summer (or winter) holidays. Show us what you're capable of and you may be invited to join us after graduation in a full-time position.

Our **Graduate Program** will put your knowledge to the test. Build your technical skills. Join us full-time as a graduate and you'll get early responsibility, support and training.

We also offer our **Game Changers Club** and **Career Compass Program** to students who are due to graduate in 2021/2022. Please see our website for more details.

Get connected



ey.com/au/careers



bit.ly/EYLinkedIn_Careers



facebook.com/eycareers



instagram.com/eyaucareers



Scholarships

James Locke – NDLSS Vice President (Careers)

If there is any advice I can offer students on attaining scholarships, it is this: apply for every opportunity that you can find. They are everywhere – just go to the Notre Dame Scholarships page and see for yourself.

You have absolutely nothing to lose and everything to gain. If you apply and fail, you have learned that your application was not yet up to scratch, providing an opportunity to improve upon your next application.

The more failures and rejections you receive, the thicker your skin will become and the more resilient your character. If you win, fantastic; but do not make the mistake of failing to apply for an opportunity simply because you don't expect to be the winner. If everyone had that mindset, these scholarships would not have a single applicant.

Let me give you an example:

It was early 2017, and an opportunity to study in Japan was emailed to all students through the study abroad office. My first thought was "Absolutely no chance. No point even applying." As I went to delete the email, a second thought occurred to me: "But... what do I have to lose?" So, I sent an email of interest and organised a meeting with the study abroad office.

Less than a year later, I was studying International Business in Tokyo after receiving a \$5000 scholarship. It was the most extraordinary experience of my life so far. However, did I

ever think that I would be the person to win this scholarship? Absolutely not. The point is that you will never know if you will fail until you try, but if you fail to try you will never have the opportunity to know if you could have succeeded.

Another opportunity recently found its way into my inbox. The prestigious 'PwC Scholarship': a \$2000 scholarship on offer for students who passed the application process and impressed the firm in an interview. Again, I could have simply deleted this email and never thought about it again, especially considering it was still the holidays. Instead, I put together an application and submitted it. A few weeks later, I was being interviewed in a luxuriously-furnished level 15 office and enjoying a stunning view of the Swan River. A week after that I had won the scholarship.

This is not to say that it was an easy process. It took countless hours of research and preparation for each opportunity. However, for what you can gain from these scholarships, the hours are negligible.

To look back and think how different my life would be had I simply deleted these opportunities from my inbox, is truly a sickening thought. All the amazing people I never would have met and all the incredible places I never would have visited. The opportunities are all around you. All it takes is the courage to make that first application.

Good luck with yours!



About Us

Corrs Chambers Westgarth is Australia's leading independent law firm.

We provide exceptional legal services across the full spectrum of matters, including major transactions, projects and significant disputes, offering strategic advice on our clients' most challenging issues.

With more than 175 years of history and a talented team of over 1000 people, we pride ourselves on our client-focused approach and commitment to excellence. Our fundamental ambition is the success of our clients, and this is reflected in everything we do.

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. We are also at the forefront of some of the most high-profile public international law matters in our region, assisting governments and corporations with the resolution of highly complex cross-border disputes.

We are the firm of choice for many of the world's most significant organisations, with our people consistently recognised for providing outstanding client service and delivering exceptional results.

Main Practice Areas

Nationally, we have 17 practice groups. In the Perth office, we specialise in the following areas of law: Arbitration; Banking & Finance; Commercial Litigation; Corporate; Employment & Labour; Energy & Natural Resources (ENR); Projects; Real Estate & Property; Restructuring, Insolvency & Special Situations (RISS); Technology, Media & Telecommunications (TMT).

Number of Offices

We have five offices located in Perth, Sydney, Melbourne, Brisbane and Port Moresby.

OUR SEASONAL CLERKSHIP PROGRAM

Our Seasonal Clerkship Program

Corrs' Seasonal Clerkship Program is a great opportunity for you to experience the people, clients, work and culture that differentiates Corrs from other law firms.

Clerks will spend the three week program working within one practice group. During the clerkship program, clerks will have the opportunity to draft advice, conduct research and review documents.

Clerks are also encouraged to 'shadow' partners and lawyers on activities such as meetings with clients, barristers or witnesses; client phone calls; and mediations, settlements and court appearances. The clerkship program promotes a more hands-on approach to developing their knowledge and skills.

Number of Seasonal Clerkship Programs

In 2019/2020, Corrs Perth will offer three, three-week clerkship programs which will be held in either summer or winter. Each program will have approx. 8-10 clerks.

Applying for the Seasonal Clerkship Program

All applications must be submitted online, via the firm's website or through cvMail. Applications from non-penultimate students are also welcome.

Students will be required to submit a cover letter, resume and academic transcript, and complete an online application form. Successful applicants will also be invited to complete online psychometric assessments during the recruitment process.

Interviews and Information Evenings

Candidates invited to an interview are also invited to our information evening, which is an informal cocktail event. Attending interviews and information evenings can be daunting, so being nervous is understandable and perfectly ok – most candidates are! With this in mind, we take a relaxed approach to both activities.

Ideally, we are looking for candidates who can build rapport and are comfortable articulating their experience. We want to know why you applied to Corrs and what you know about us as a firm. We also want to get to know you as a person, so come ready to talk about your hobbies, interests or passions outside of the law too.

What do we look for in a Seasonal Clerk?

We appreciate diversity in our clerks and are not looking for identical or 'cookie-cutter' candidates. We look for well-rounded individuals who can demonstrate exceptional academic performance, evidence of work experience (law or non-law related), as well as experience in leadership positions, volunteering or community service, and other extra-curricular activities.

Seasonal Clerkship Recruitment Dates

Applications open: Monday 15 July 2019

Applications close: Sunday 4 August 2019

Offers made: Friday 20 September 2019 (9am – 1pm)

CONTACT US

Firm Address

Level 6, Brookfield Place Tower 2
123 St Georges Terrace, Perth

Contact Details

Jennifer Jacobs – People & Performance Consultant
t: +61 8 9460 1666
e: jennifer.jacobs@corrs.com.au

Website

www.corrs.com.au/graduates

THE LOW DOWN ON PSYCHOMETRIC ASSESSMENTS



**CORRS
CHAMBERS
WESTGARTH**
lawyers

After spending hours painstakingly drafting and submitting your clerkship applications, you are now waiting anxiously to hear from the firms you've applied to. You notice an email invitation from one, or several firms, to complete some online psychometric assessments and a mixture of relief and mild panic sets in – you have made the first cut, but what on earth are these online psychometric assessments all about?

Psychometric assessments are **objective** assessments. They can provide an objective insight to a candidate's ability, potential, alignment with firm values and how they are likely to behave in the workplace. Conducting assessments of a candidate's ability and personality is now common practice amongst major law firms. At Corrs, these assessments play an integral part of the seasonal clerkship recruitment process, alongside the application form, cover letter, resume and structured interview. It is important to note that the assessments are one measure, and not the only measure that determines if you are successful in securing a clerkship.

The type of psychometric assessments you may be asked to complete will differ depending on the firm you apply to. Corrs currently use the Talent Q platform, which incorporates adaptive technology and a variety of timed and untimed assessments. Assessments that use adaptive technology can often feel quite challenging, because the questions become progressively harder if the candidate answers correctly. This advanced method of assessment keeps the assessments shorter and takes less time to complete. At Corrs, we typically ask our candidates to complete one or more of the following:

- A **logical reasoning** assessment – measures the ability to analyse abstract, unfamiliar information and apply this to determine outcomes and patterns. This type of ability is important for a variety of roles that require complex problem solving.
- A **verbal reasoning** assessment – measures the ability to interpret written or verbal information and reach conclusions. This is important for work involving the communication of ideas, the understanding of written information and analytical thinking.
- A **workplace personality** assessment – measures a candidate's preferred ways of behaving, thinking and feeling.

Students are often curious if we are looking for a particular "type" of person? The short answer is no. Personality assessment information is not used in isolation and hiring decisions are not based on personality assessment results. Rather, we use this information to tailor our interview questions to explore your preferences and the different dimensions of your personality. There is no right or wrong when it comes to personality!

Before commencing the online psychometric assessments, there are a few tips to consider:

- It is highly recommended that candidates complete the assessment in a quiet environment, free from distractions (eg. no social media, mobile phones, potential interruptions from family or roommates) and use a laptop or desktop computer with a reliable internet connection. Tablets and phone screens are too small, and will put you at a disadvantage, especially if the internet connection drops out.
- Make sure you carefully read the assessment instructions and attempt the practice questions before starting the actual assessment. This will help you to become familiar with the format and type of questions you will be asked during the assessment.
- When completing any personality assessment, candidates should respond with their initial instincts and avoid overthinking the question. First responses are normally the most reliable and reflective of your preferences.
- If you have any questions about the online assessments or how they are used in the firm's recruitment process, feel free to contact the relevant HR representative to discuss your queries.

And finally, take a deep breath, relax and have a go! Remember, these assessments are only used as one objective measure alongside the rest of your clerkship application.

About Us

Corrs Chambers Westgarth is Australia's leading independent law firm.

We provide exceptional legal services across the full spectrum of matters, including major transactions, projects and significant disputes, offering strategic advice on our clients' most challenging issues.

With more than 175 years of history and a talented team of over 1000 people, we pride ourselves on our client-focused approach and commitment to excellence. Our fundamental ambition is the success of our clients, and this is reflected in everything we do.

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. We are also at the forefront of some of the most high-profile public international law matters in our region, assisting governments and corporations with the resolution of highly complex cross-border disputes.

We are the firm of choice for many of the world's most significant organisations, with our people consistently recognised for providing outstanding client service and delivering exceptional results.

Main Practice Areas

Nationally, we have 17 practice groups. In the Perth office, we specialise in the following areas of law: Arbitration; Banking & Finance; Commercial Litigation; Corporate; Employment & Labour; Energy & Natural Resources (ENR); Projects; Real Estate & Property; Restructuring, Insolvency & Special Situations (RISS); Technology, Media & Telecommunications (TMT).

Number of Offices

We have five offices located in Perth, Sydney, Melbourne, Brisbane and Port Moresby.

OUR GRADUATE DEVELOPMENT PROGRAM

Our Graduate Development Program

Our commitment to developing world class lawyers starts at day one. Our Graduate Development Program lays this foundation by providing rich, on-the-job training with a greater opportunity to work directly with partners and senior lawyers, and includes structured learning, mentoring and regular feedback.

The program begins with Graduate Academy, a national event designed to bring the cohort together to get to know each other, while also learning key skills through matter simulations, and writing and drafting workshops. Then you will commence your Practical Legal Training (PLT) studies and begin your local office orientation.

Supervised by partners and mentors, you will complete three different rotations across transactional and

dispute-focussed practice groups before settling in your final practice group at the end of the 16-month program.

Applying for Graduate Positions

Previous clerks will be eligible to receive a priority offer for 2020 Graduate positions. Corrs contacts eligible clerks about the priority recruitment process in June, with offers made in late July.

If necessary, Corrs will open applications to the general market after the priority offer process.

International Opportunities for Graduates

Our lawyers strengthen our global network and their own careers by participating in the firm's leading secondment program. We invest in unique international experiences to help our lawyers grow their skills, cultural understanding and relationships worldwide.

We are currently finalising arrangements for an international secondment opportunity for our future graduates and details of the next exciting opportunity will be announced soon!

Pro bono for Graduates

Helping others is a key aspect of the culture at Corrs and can be seen every day in every office at Corrs. More specifically, pro bono secondments form part of our Graduate Development Program, so graduates are involved early in their time at Corrs.

In Perth, our graduates have the opportunity to spend one day each week for five months at the Employment Law Centre of WA, the Aboriginal Legal Service of WA or the Street Law Centre.

What do we look for in a Graduate?

As with our clerks, we appreciate diversity in our graduates and are not looking for identical or 'cookie-cutter' candidates. In particular, we look for well-rounded individuals who can demonstrate exceptional academic performance, evidence of work experience (law or non-law related), as well as experience in leadership positions, volunteering or community service, and other extra-curricular activities.

CONTACT US

Firm Address

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t: +61 8 9460 1666
e: jennifer.jacobs@corrs.com.au

Website

www.corrs.com.au/graduates

Construction & Infrastructure



Joining Jones Day

Graduates typically commence employment at Jones Day's Perth office as paralegals, working a few days a week while completing their law degrees. We believe that the longer timeframe and more permanent role lets students better experience the Firm, learn more about us, and become more involved in the work we do. We recruit on a rolling basis and consider applicants at all stages of their legal studies. So, to apply, send your cover letter, CV and academic transcript to PerthRecruiting@jonesday.com.

The New Lawyers Group

As a graduate joining Jones Day, you will become a member of the New Lawyers Group. We understand that many law students leave university not knowing which practice area they want to enter. We believe a more well-rounded lawyer is a better lawyer, so we encourage our graduates to gain exposure to a wide variety of legal areas, lawyering styles and training opportunities. Graduates interested in a particular area can hit the ground running working with that practice. For those who seek exposure to a variety of practices or want to explore a new area, the New Lawyers Group program also provides the flexibility and support to satisfy your curiosity by working with senior lawyers in different teams, offices, and countries around the world.

As members of the New Lawyers Group, graduates also receive practical training on all aspects of our practice. One of the highlights of this program is the "New Lawyers Academy" which brings together all new Associates from across the Firm in Washington DC, for a week of training and meetings with Firm leaders.

Working at Jones Day

As a Jones Day graduate, you will work closely with the Perth Partners and Associates, who are widely recognised as some of the leading lawyers in the country. Our size and structure

means you will quickly become a key member of the Perth team and will be exposed to a wide variety of work.

You will also be involved with our other Australian and international offices. Jones Day is a global law firm with more than 2,500 lawyers in 43 offices across five continents. Our unique structure and philosophy of "One Firm Worldwide" fosters interoffice and cross-practice teams, assembled to ensure that clients receive the best possible representation. Being firmly established in a truly global firm means we work on some large and complex matters, and our Perth office is recognised for its leading disputes presence and its expanding front-end practice in the construction, energy and infrastructure sectors.

You can find out more about a career at Jones Day at www.jonesdaycareers.com/australia

Authors: Katie E. Gothard-Leigh (Associate) and Dale J. Atkinson (Law Clerk)



Energy & Resources



**Empowering
Energy &
Resources
Lawyers**

AMPLA – Empowering Energy and Resources Lawyers

AMPLA is the membership association for lawyers and other professionals working in the energy and resources sector.

AMPLA membership supports you to build and strengthen your resources and energy knowledge and network in a highly professional, collegiate environment.

For over 40 years AMPLA has been delivering expert seminars, conferences, workshops and publications focused on energy and resources law.

**For more information or to join
www.ampla.org**



WHO ARE WE?

Glen McLeod Legal is a Western Australian based law firm, specialising in environment, planning, land compensation and local government law.

We fearlessly and vigorously pursue our client's interests. We combine a deep knowledge of the law with an agile, boutique legal practice. We resource legal matters with the right amount of legal expertise and support at a fixed price that is agreed up front. The result is that we can offer strategic and practical advice that will help our clients achieve their goals or resolve a dispute effectively.

WHAT SETS US APART?

We are driven by our four core values in helping our clients achieve their goals.



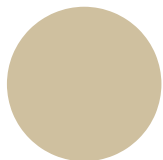
Transparency: we give our clients realistic advice on the strengths of their matter, provide fixed fee scopes instead of billable hours and give ongoing 'whole of matter' cost estimates for long-running matters.



Effectiveness: we understand that our clients don't want to waste time and money on legal matters; they need to get on with what they do best – pursuing their business. This is why we work hard to understand their business so we can deliver the best possible outcome as effectively as possible.



Achieving outcomes: we're focussed on getting the outcome our clients need, rather than getting bogged down in unnecessary detail and processes. Sometimes this requires a subtle and strategic approach. Other times it is necessary to pursue litigation as swiftly as possible.



Team of leaders: our team ethos is to empower every team member to take ownership, demonstrate initiative and deliver results.



Environmental Law

GLEN MCLEOD LEGAL

Glen McLeod is a Western Australian based law firm, specialising in environment, planning, land compensation and local government law. We combine a deep knowledge of the law with an agile, boutique legal practice. We offer strategic and practical advice that will help our clients achieve their goals or resolve their disputes effectively.

WHAT SETS US APART

We are driven by our four core values in helping our clients achieve their goals.

Transparency

We give our clients realistic advice on the strengths of their matter, provide fixed fee scope and give ongoing 'whole of the matter' cost estimates'.

Effectiveness

We work hard to understand our client's business so we can deliver best possible outcomes as effectively as possible.

Achieving Outcomes

We're focused on getting the outcome our clients need, sometimes this requires a subtle and strategic approach. Other times it is necessary to pursue litigation as swiftly as possible.

Team of Leaders

Our team ethos is to empower every team member to take ownership, demonstrate initiative and deliver results.



STAY TRUE.

Staying true to your direction is what defines Clayton Utz. We've built a culture that's unlike any other law firm, but don't just take our word for it. A good lawyer needs compelling evidence so meet our people and judge for yourself.

claytonutz.com/graduates

Academic brilliance certainly counts, but graduates who thrive here have something extra – a natural passion for connecting with people and a strong sense of self. That's what staying true is all about. If you have these qualities, Clayton Utz is for you.



CLAYTON UTZ



CLAYTON UTZ

DESCRIPTION

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

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

With 177 partners and over 1,200 employees across six offices, we continue to build on our reputation for confident, innovative and incisive legal advice.

PRACTICE AREAS

We have 15 different practice areas: Banking & Financial Services, Commercial Litigation, Competition, Corporate/M&A/Capital Markets, Environment and Planning, Insurance, IP and Technology, Major Projects and Construction, Public Sector / Government Services, Real Estate, Restructuring and Insolvency, Tax, Workplace Relations Employment and Safety and Pro Bono.

CLERKSHIP AND GRADUATE OPPORTUNITIES

We offer 3 clerkships during Summer 1, Summer 2 and Winter for penultimate students only. Final year students will be considered on a case by case basis depending on reasoning of why they didn't complete a clerkship during their penultimate year.

We recruit our graduates through our clerkships.

KEY DATES

Summer 1: 18 November - 13 December 2019

Summer 2: 28 January - 21 February 2020

Winter: 22 June - 17 July 2020

OFFERS

We typically hire between 30-35 clerks, and 8-10 graduates. We do not offer internships to pre-penultimate students, however we have casual paralegal positions available throughout the year.

IDEAL STUDENT QUALITIES

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



CONTACT

Graduate Careers Website: <https://graduates.claytonutz.com/careers@claytonutz.com>



CLAYTON UTZ

<https://graduates.claytonutz.com/>

Work Life Balance and Flexibility at Clayton Utz

Flexibility is, and continues to be a hot topic for discussion in law firms. What started as a necessity for supporting and retaining working parents (mostly mothers), has developed into a “must have” for all employees including graduates joining the workforce. Graduates want to know from their first day what flexibility, realistically, will be available to them and how to access it. These are important questions in an environment where there is a demonstrable link between having flexible work options and having an inclusive workplace culture as well as it being a factor in good mental health and wellbeing.

Flexibility means different things to different people. Different roles can accommodate different types of flexibility and people will have their own expectations and preferences when it comes to flexible work arrangements. The legislative framework also affords different entitlements depending on jurisdiction and award coverage. So how do organisations provide the highly sought after “flexibility” without compromising on client service and product quality? Where flexibility comes under scrutiny is when it is seen as inhibiting rather

than fostering productivity.

Progressive firms understand that in order to attract and retain the best talent, flexibility is essential. At Clayton Utz we have embraced a broad definition of flexibility, including both formal, regular arrangements as well as informal, ad hoc arrangements. Flexibility can include varied start and finish times, varied break times, working from an alternate location, working less than full time and the ability to purchase additional leave. The firm has a dedicated National Flexibility Manager who provides guidance and support to individuals and managers on how to best make flexibility work. This has resulted in 64% of the firm utilising some form of flexibility in 2018, a 10% increase from 2016.

There are clear benefits for both employees and employers in successfully integrating and embracing flexibility into the workplace culture. Where there are clear expectations and mutual trust and respect, flexibility helps to facilitate better work practices and the ability for people to balance their and personal responsibilities



Working In-House

Working on secondment – James Day secondee from Allen & Overy

1. What does an in-house lawyer do?

In-house work can be very different from private practice. One of the main differences is that there are a range of competing factors that you have to consider when providing advice (the strict legal answer is not always the most useful). The work you do is often opened up to a range of different areas and disciplines, which is rare in private practice – for example, I have been forced to learn the language of engineers. There are also a number of differences day-to-day, for example there is rarely an imperative to record your time (reason enough to switch over?).

2. How did you get to work in-house?

I am lucky to be on secondment to a client of my firm. This gives the client an added resource and strengthens the relationship with my firm (or weakens it depending on my performance), but also allows me to get a better understanding of the client and what drives it. This could assist my firm knowing what the client is looking for when seeking advice.

3. What do you love about working in-house/being seconded?

Did I mention I don't have to record time? Typically there is also a strong focus on work/life balance (as I'm sure there also is at every firm!), as well as a wide acceptance to wear chinos. However, I deeply miss the fruit bowl at my firm, which is something I am still grappling with.



Academia

Associate Professor - Jane Power

'I spent almost two decades in legal practice, mainly in the areas of family law and juvenile justice. This also included some child abuse cases and the last one I did made me think I needed a break from the law. I commenced life as an academic in 2002 when I taught the Family Law unit. The following year I commenced life as a full time academic and the rest is history!

Whilst I enjoyed practice, academia gave me an opportunity to engage with the law in a

different way and it enabled me to play a small part in shaping the future of the profession through the development of our law students. I also had more time to engage in research for class materials and eventually for further qualifications rather than just focusing on my practice areas. I have maintained my practice certificate and engage in pro bono work so academia has allowed me to do the things I love about the law but remain very connected to the profession.'



Family Law

Working in Family Law – Faiza Gabriel



For as long as I've wanted to be a lawyer, I've always wanted to practice Family Law. Personally, I found that helping people through a significant and often emotional time in their lives much more rewarding than dealing with cold commercial transactions. My approach to family law is more about problem solving instead of always "being right" and I am a big believer of encouraging people to just talk to each other (or at least with their lawyer present) to get to the bottom of things so that we can work out a win-win solution. Winning is not always possible though, and my role also involves strongly advocating for victims of family violence and children at risk of abuse and neglect.

I started my legal career at a big firm which provided a fantastic platform to experience complex legal matters. The fast pace, long

hours and high expectations of a big law firm were exciting in my early years but soon became unsustainable when I decided to start a family of my own. I then joined a small firm and found that although the work wasn't always as varied or as intense as when I was at the big firm, I had a lot more ownership over my files and had to do everything from file administration to drafting to court work all on my own. This gave me the confidence to run my own matters and the ability to develop my own style as a lawyer. Since then, I've gone on to become a trained mediator, and am currently on the Legal Aid family law panel.

Family law is not everyone's cup of tea but it can be incredibly rewarding for someone who is compassionate, people orientated and can keep a clear head in stressful situations.



Marnie Parkinson – Senior Associate at Paterson & Dowding.

Family law is about everything and everybody.

It can be about children, their parents, their grandparents and even the family dog. It can involve family trusts, businesses, superannuation and tax. Family law can be about relocation, abduction, paternity, drug testing, family violence restraining orders and pre-nups – sometimes all in the one case!

There is nothing routine about family law. Every day brings a new issue or a new crisis for your clients. Things move quickly and no two days are the same.

As a family lawyer you might appear at the Family Court of WA, the Children's Court or the Magistrates Court. You might draft court documents, meet with clients, represent a client at mediation or arbitration or chair a dispute resolution conference - all in the same week. You will very quickly acquire real advocacy and negotiation skills.

A family lawyer needs to be a strategic thinker and have a good understanding of financial

issues. You will also need to be good with people. Family law is all about people and their relationships. People skills and the ability to communicate with your client are absolutely essential.

You will deal with people who are going through one of the most stressful periods of their lives. This can sometimes make the work very demanding and family lawyers must be careful not to also inadvertently take on the role of counsellor or friend to their client. Your clients will be asked to make compromises and they will often feel overwhelmed and emotional. They may be confused, angry, sad and uncertain all at once. Empathy is important.

This means that family lawyers must be able to navigate between their client's legal rights and responsibilities and the emotional wreckage of a relationship. This can sometimes be challenging. The flip side is that family law is very rewarding - knowing that you have helped someone through such a difficult time can make it the best kind of legal work.





THERE'S MORE+

Not all corporate law firms are the same. A clerkship with Gilbert + Tobin is your chance to see if you'll thrive here. To test yourself with meaningful work from day one. To learn skills and concepts beyond the legal scope. To be integral to an organisation that's challenging the very way legal services are delivered.

If you want to be part of something different then G+T is the place for you.



gtlaw.com.au/theresmore



DESCRIPTION

Gilbert + Tobin is a leading Australian law firm, advising clients on their most significant corporate transactions, regulatory matters and disputes. We provide commercial and innovative legal solutions for ASX 100 leading companies, major infrastructure and services providers as well as government and public authorities across Australia and around the world

PRACTICE AREAS

We cover every practice area, but more specifically in our Perth office we specialise in Energy + Resources, Corporate Advisory and Disputes + Investigations

CLERKSHIP AND GRADUATE OPPORTUNITIES

We offer clerkships to penultimate students.

KEY DATES

Applications for clerkships open Monday 15 July 2019 and close Sunday 4 August 2019.
Priority graduate offers are made on Friday 26 July 2019 at 9am

OFFERS

- Approx 15 – 20 clerkships
- Approx 6 graduates
- From time to time we offer casual paralegal positions

IDEAL STUDENT QUALITIES

We're always looking for students who have the potential to progress through the firm – intelligent, personable, committed individuals who are energetic and show good leadership qualities. If you're bright, ambitious, self-motivated and have an entrepreneurial spirit, G+T is the place for you.

ADDITIONAL INFORMATION

Gilbert + Tobin is a pro bono pioneer; we appointed Australia's first full-time in-house pro bono lawyer in 1996, and we now proudly have two full-time pro bono partners leading our team. In 2017-18, the firm completed more than 21,314 hours of pro bono work at an average of 62.3 hours per lawyer, conservatively valued at \$10.4M

CONTACT

Clerkship applications are made via CVmail. For more information visit the careers section on our website, or contact Lisa Harold, HR Manager (08 9413 8411) directly.



THERE'S MORE+



Not all corporate law firms are the same. The only way to understand the work and culture is to experience it for yourself.

A Gilbert + Tobin clerkship is both positive and challenging. You'll work directly with partners and lawyers who will assist with your professional development and challenge you intellectually. While your main focus will be corporate work, everyone at G+T has the opportunity to assist on pro bono matters and participate in firm-wide activities. You will develop invaluable skills and knowledge and gain first-hand experience of our various practice groups.

Our Perth program runs for either three weeks in summer or two weeks in winter, providing a placement in Corporate Advisory, Disputes + Investigations and Energy + Resources. Each clerk is assigned a supervising partner, mentor and buddy to assist with on-the-job training. Participating in our customised in-house training will build your confidence and help you understand the mechanics of legal practice. You'll have the chance to jump right in and immerse yourself in a leading corporate law practice. And we'll encourage you to contribute ideas and your own fresh perspective.

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

Ready for more?

Applications for 2019–20 clerkships in our Perth office are open from 15 July to 4 August 2019.

For more information about applying for a clerkship or for program dates please visit gtlaw.com.au/theresmore or contact Lisa Harold on 08 9413 8411 or at lharold@gtlaw.com.au.



gtlaw.com.au/theresmore



Day in the Life of a Barrister

Genevieve Cleary

One of the best things about being a barrister is that no one cares whether you come into work or not. Possibly one of the worst things about being a barrister is that no one cares whether you come in to work or not.

Barristers are self employed, so we are solely responsible for our own days, and when I think about my working day, I have a number of choices to make. If its summer, and I am not required in court or have appointments to see clients, I have a tough choice – do I go to the beach, maybe do some work – trial preparation, advice work from home, pick up children from school? Or do I go into my chambers, and work from there/catch up with some instructing solicitors/reading/admin. Maybe I have an all day board meeting for a charity I volunteer for, because I have total control over what I take on, what I volunteer for and what work I do. Whatever I choose – no forms to fill in as to why I am not there, no phone calls to make telling people I will not be in – no answering to anyone.

If I am in court, particularly trial – and let's face it, barristers are barristers because they love the advocacy - the standing up in court and arguing part, the most, a trial day will be as follows:

Wake up already cross examining/delivering my closing address/running over the argument about the objection to evidence in my head.

Hopefully get into my chambers early to gather my thoughts, organise papers, think about what I need to take to court for the day, maybe take

the opportunity to chat with another barrister about an issue I have been mulling over, or get some advice about how to go about a question or an issue of law that has come up. Leave for court and on the way go through my head: do I ask that question, do I object to that question, do I tender that document, how much of the video do I play, will my witness come up to proof, will my client totally muck it up in the box, is my jabot clean, did I remember to lock the front door when I left home, did my son remember his sports uniform??? And then I play all that out until about 4.30 in the afternoon, when I walk back to chambers, mulling over the day, and what is to come tomorrow.

If the trial is continuing, I go home, and after dinner I read the transcript of the day, prepare for whatever is to come tomorrow (as a friend of mine recently said, she is constantly amazed at the fact that she chose a job that means she is still doing homework – and often being publicly marked for it), wash the sports uniform, probably read board papers for tomorrow night's meeting of whatever board I am currently on, and hopefully get to bed at a reasonable hour.

There are times when I yearn for the comfort of someone sourcing the work for me, keeping the stationary cupboard stocked, making me fill out forms when I want to take holidays, paying me a regular salary – actually no, not really. I belong to a large, collegiate chambers where there is always something interesting going on, and always someone to talk to/seek advice from/have a drink with, and they do notice if something is not right with a fellow barrister. I wouldn't practice any other way.



Analyst Roles

Harrison Bantock – Citi (Investment Banking Analyst)

During my time at University, I wasn't sure what career I wanted to pursue. What I was sure of, however, was that I wanted to start in an area that challenged me and put me through my paces quickly after starting. This was one of the key things that attracted me to Investment Banking.

As an Investment Banking Analyst, you are given a massive degree of responsibility from the start, helping you to learn a deep, broad skill set very quickly. The Analyst has a significant say in the final outcome of a piece of work.

Another massive perk of working in Investment Banking is that the work is seriously interesting. Most pieces of work are for clients making significant, fundamental changes to their business, so the work tends to be very dynamic and important. In contrast to junior M&A roles in the Legal profession, work is focused on delivering practical financial advice rather than drowning in paperwork during the Legal due diligence process.

A large portion of an Analyst's daily activities are split into using excel and powerpoint. You will use excel to generate various forms of analysis on companies and industries for inclusion in presentations. Powerpoint is the key tool used in the development of presentation materials. Analysts are also involved in various other functions during deals, including project and transaction management, preparation of transaction documents and attending client meetings.

I started my time in Investment Banking in February this year, and have already learnt so much. I would highly encourage any ambitious, hard-working students to seriously consider a career in Investment Banking if they are truly interested in developing themselves both professionally and personally as quickly as possible.

Jack Varney – FJM Property (Assistant Development Manager & Analyst)

While completing my degree in Engineering and Finance I was fortunate enough to receive an internship at FJM property as an Analyst which ultimately developed into a full-time graduate position. Building on the key skills found in Corporate Finance, Commercial property offers incomparable opportunities when it comes to management and professional exposure.

Along with the ability to develop key financial modelling and analytical skills, there is something very rewarding in seeing a piece of underutilised vacant land develop into a commercial/residential hub and the long-lasting impact that has on the surrounding community.

What is most exciting to me is how diverse this role can be and the fantastic exposure to leaders of the industry from the outset. For example, I have been involved in the redevelopment of Victoria House in Shenton Park, once a fully operational Hospital from the 1890s which is now to be transformed into an urban residential hub with cafes, supermarkets, food and wine offerings in addition to co-living spaces.

Through analytical feasibility studies, we are able to forecast key assumptions over the life of the project to attain a strong gauge of its economic viability and thus make future investment decisions. On the other hand, through development management work, your role is to oversee and ensure a development consistently meets development milestones and deadlines.

One of the key benefits of working for a small and regarded team, is your exposure and responsibility from the outset coupled with a fast and insightful learning experience.

I would highly recommend a career in commercial property/development to anyone who is driven, team and people orientated and has a sound work ethic as the opportunities are great and the experience is highly rewarding.





HERBERT
SMITH
FREEHILLS

360° thinking

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

EVERYTHING ABOUT US

With over 20 offices spanning Asia, Europe, Australasia, and the Middle east, we can show you exactly what a world class law firm has to offer, giving you the chance to work as part of an international team, on high-profile matters, for some of the most significant organisations in the market.

Our focus is on the future: the future needs of existing and new clients, the future of the legal profession and investing in our future lawyers. That's why we aim to attract the best talent from a broad range of backgrounds, ensuring we are optimising our position as a progressive, forward thinking professional services business. At Herbert Smith Freehills, you'll be given the opportunity to develop the skills you need to help solve our clients' most complex challenges in thoughtful and innovative ways.

WHAT WE LOOK FOR

Great lawyers are both curious and creative. We encourage you to challenge assumptions and open yourself up to new ideas. It's this growth mindset that creates opportunities for you and your clients. So, what exactly are we looking for?

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

CLERKSHIP PROGRAM

There's nothing more important than finding a role and an organisation that's right for you and there's no better way to really get to know our profession than gaining practical, hands-on experience. Our vacation clerkships will immerse you in our business, networks and the international world of law. We encourage students to participate in our vacation clerkship program and we fill the majority of our graduate positions through this program.

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

With us, you'll be a part of everything. From the very start, you'll be client-facing, gathering insights across diverse matters. You'll be working in highly-specialised teams, equipped with the resources you'd expect from a market leader.

JOINING US

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

KEY DATES/DEADLINES

PERTH	
Approximate number of positions	40-45
Clerkship programs	Summer 2019/20 & Winter 2020
Applications for all 2019/20 programs open	15 July 2019
Applications for all 2019/20 programs close	4 August 2019
Offers made	20 September 2019

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

Our global practice groups

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

Contacts



Carissa Milligan
Graduate Recruitment Consultant
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carissa.milligan@hsf.com



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Our focus is on the future: the future needs of existing and new clients, the future of the legal profession and investing in our future lawyers. That's why we aim to attract the best talent from a broad range of backgrounds, ensuring we are optimising our position as a progressive, forward thinking professional services firm putting our clients at the heart of our business.

PRACTICE AREAS

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

CLERKSHIP AND GRADUATE OPPORTUNITIES

We offer clerkship opportunities to university students. It is preferred that students are in their penultimate year however we also welcome pre-penultimate and final year students to apply.

Our structured graduate program is designed to provide the best foundation for your future success, wherever your career takes you. Graduates will have three rotations in different practice groups. During each rotation, graduates are assigned a supervising partner, senior associate and buddy. A learning and development program also supports the on-the-job learning to help you to develop your leadership, business development, negotiation and presentation skills. Herbert Smith Freehills funds and assists graduates at the firm who need to complete practical legal training to gain admission to practice.

We encourage students to participate in our vacation clerkship program and we fill the majority of our graduate positions through this program. As a vacation clerk, you will be given extensive training on all aspects of the firm, drafting and research skills.

KEY DATES

Applications open: Monday 15th July 2019
Applications close: Sunday 4 August 2019
Interviews: Monday 26th August – Fri 6 September
Clerkship Offer Day: Friday 20th September 2019



OFFERS

10-15 graduate positions

IDEAL STUDENT QUALITIES

We recruit people with the desire and ability to be exceptional, commercial lawyers. This means that we look for more than just a great academic record and strong technical aptitude. We seek people who are curious, empathetic and understand the importance of building relationships with clients and colleagues. We also look for an international mind-set and a desire to work within our global network, not just one office. We have prepared some more detailed information on our website: careers.herbertsmithfreehills.com/au/grads/join-us

ADDITIONAL INFORMATION

At **Herbert Smith Freehills**, you'll be part of a culture of client focused innovation and engagement which is continuously evolving for our own and our clients' benefit.

Our clients trust us to deliver and choose us for their most important transactions, disputes and ventures because we understand them. Together, we're producing advanced, award-winning, insightful work on matters that will shape the future of our markets.

We're proud of our culture. It's supportive and it's non-hierarchical. When you join us as a graduate, you'll find that your growth is supported at all levels across the firm – whether you're working on a high-profile takeover, catching up with an overseas client or taking on some challenging pro bono work. It's an environment that will give you the skills you need to become a brilliant lawyer. And it's an environment in which your perspective, ideas and experiences will make a real difference.

CONTACT

Students with questions regarding the Vacation Clerkship Program can get in contact with our Graduate Recruitment Consultant – Carissa Milligan at Carissa.Milligan@hsf.com





HERBERT
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WHAT WE'RE LOOKING FOR

There's no single path to becoming an exceptional commercial lawyer. We look beyond your academic record and your technical aptitude. We're focussed on finding people who have the curiosity to explore all the angles and the empathy to place themselves in their client's shoes.

We also look for an international mind-set and a desire to work within our global network, not just one office. We are also interested to see applications from students with language ability, particularly fluent/native Mandarin (written and oral) skills. We have prepared some more detailed information on our website:

careers.herbertsmithfreehills.com/au/grads/join-us

Contacts



Carissa Milligan
Graduate Recruitment Consultant
T +61 8 9211 7556
carissa.milligan@hsf.com

HOW TO APPLY



Requirements

- a brief cover letter outlining your interests and suitability for a position at the firm
- a current CV outlining work experience, extracurricular activities, academic and non-academic achievements, and
- a recent copy of your academic transcript.

As part of the online application, we'll also ask you to answer a few short questions about your interest in Herbert Smith Freehills and commercial law generally.



The interview process Online assessment

If you are invited to a first round interview, we will also ask you to complete our online psychometric assessment before the interview. There are no right or wrong answers to these questions; your responses simply provide insight into where your likely strengths lie. It is best to answer as quickly and honestly as you can. It is important that you choose the answer which matches how you usually like to work.



Attend an interview

While we try to make the interview as relaxed as possible, it is a chance to show us your professional side, so pay attention to all those tips you've read about being punctual and presenting in a professional manner. Beyond that, be yourself and try to let us see you at your best.

The interview is intended to be a two-way process and provides an opportunity for you to see what it would be like to work with us, as well as for us to get to know you. Remember, we want to give you a chance to tell us all about yourself and why you think Herbert Smith Freehills is the right place for you.

Government

Legal Aid WA

Legal Aid WA is an independent statutory body set up by the Legal Aid Commission Act 1976 (WA). We provide legal help for low or no cost including the following services:

- Information services - through our telephone information line, web chat, community legal education, our website and a range of publications and kits.
- Legal advice - through duty lawyers at court or advice appointments which may be face to face, over the telephone or by video conference.
- Minor assistance - through solicitors or paralegal advisors who help with negotiations, drafting of letters and court documents, and preparation for court.
- Representation in court - through duty lawyer services or acting on a grant of aid (for certain legal matters only where person's income and assets are below a specified level).

We also provide specialist services through our:

- Dispute Resolution Unit
- Children's Court (Protection) Services
- Domestic Violence Legal Unit
- Child Support
- Civil Litigation Assistance Scheme
- Elder Abuse Unit
- Family Advocacy Support Services (FASS)
- Family Court Services (Duty lawyer)
- Independent Children's Lawyers
- Mortgage Hardship Service
- Social Inclusion Program
- Youth Law Team

The type and amount of help depends on the legal problem, the client's finances and our resources.

Opportunities at Legal Aid WA

We accept applications for our Volunteer Intern Placement (VIP) Program and Practical Legal Training (PLT) Program annually.

Only law students entering their final year of study are eligible to apply for the VIP Program.



Applicants for the PLT Program must be graduating and intending to enrol in an approved practical legal training course, but not yet admitted to practice.

Recruitment for these programs is via the WA Government Jobs Board website.

We also offer some opportunities for volunteer placement through the various university internship programs.

Why work at Legal Aid WA?

Working for Legal Aid WA means making a real difference to the lives of legally disadvantaged people in our community.

At the same time you will experience being part of a diverse, supportive and vibrant work environment that delivers excellent professional development opportunities to all staff. Legal Aid is committed to enhancing the mobility and multi-skilling of its staff.

Tips for applying

We look for:

- excellent written and oral communication skills - plain English!
- ability to show empathy
- genuine interest in social justice
- experience with our client group
- life experience

Where possible, choose to study units at university that reflect your interest in legal aid work - for example family law, criminal justice, social justice, working with diverse people, or dispute resolution.

Get as much experience as possible dealing with our client group and refer to this in support of your application. Relevant experience does not just have to be legal - for example customer service experience is useful too.

Demonstrate your commitment to social justice through action, for example through volunteering.

Ensure your application is well written - use plain English and headings, check that your spelling, grammar and formatting are correct, and keep to the page limit. Make sure you address the selection criteria.

Sarah Power – State Solicitor’s Office, on placement at the Office of the Attorney General


The State Solicitor’s Office (SSO) is the longest standing legal office in Perth having been established in 1983. I have worked at the SSO for nearly 6 years after starting my career in a large commercial



law firm. The SSO is responsible for the provision of legal services (e.g. commercial, civil litigation, prosecutions) to the Government of Western Australia and a wide range of state government client departments and agencies.

Lawyers at the SSO regularly appear as counsel on behalf of the State in a wide range of State and Federal courts and tribunals. I have specialised for the last 5 years in the area of native title law which has a number of perks including attending hearings 'on country' in places such as the Gibson Desert, Gascoyne Junction, Fitzroy Crossing, Pannawonica and Broome. I am now on placement with the Department of Justice as a legal advisor to the Attorney General of WA. My day to day duties include providing advice on a wide variety of work ranging from law reform to criminal matters.






Discover extraordinary opportunities

We are HopgoodGanim.
A leading legal and advisory firm that helps achieve exceptional outcomes.

From Perth and Brisbane with clients in all corners.
We solve the big problems for large corporates, private business, government and private clients.



HopgoodGanim enjoys a reputation as a firm where people love to come to work.

We nurture a working culture that acknowledges there is life outside the law. We also offer our people challenging and interesting work with a national and international client base and the chance to learn from industry-leading practitioners who are experts in their fields.

Find out more
hopgoodganim.com.au/careers

Search HopgoodGanim Lawyers on
LinkedIn, Instagram or Facebook



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LAWYERS

Non-Government Organisations

About Citizens Advice Bureau

Citizens Advice Bureau (CAB) is a not-for-profit organisation that was established in WA in 1963, with the objective to provide an information service, linking people with their respective communities.

CAB operates with the assistance of over 220 volunteers, including pro bono lawyers and mediators. We have 10 branches in the metropolitan area and in the south west. In addition to providing information and referral, a low-cost legal advice and mediation service, CAB aims to partner with other organisations to offer support to those who need it the most. Several branches are offering free Tax Help, assistance with WA NILS (no-interest loan scheme) applications, Criminal Injuries Compensation and presence of a Justice of the Peace to witness documents.

We do not asset or means test to access the services, which means CAB services are in high-demand and we have a greater spread of services through the community by assisting not only vulnerable people but those in the “missing middle”. Last financial year we assisted over 56,000 clients on the phone and in person. And on average 36,000 users visit our website each year to access information and contact us for a personalised service. We are also active and responsive on social media. We believe in offering numerous entry points to access our services so that we are more accessible to the community.

Access to information and advice is a necessary factor in self-determination.

Our ‘in-person’ statistics are in direct conflict with the ideology that most people now information seek on-line and confirms what we believe at CAB, which is, people have many different ways to information seek and often change their way of seeking assistance depending on their immediate circumstances. Grief, trauma and stress can reduce people’s capabilities and to provide, primarily, an on-line service would

disadvantage those who cannot access it.

Surprisingly those people who have accessed face to face and telephone services aren’t just “oldies who can’t use a computer” but over 50% of the 56,000 people who accessed a personal service were under 40 years of age and of those around a quarter were aged 29 and under.

Giving people the option on how they information seek depending on their own personal circumstances is the key to a holistic and inclusive service.

In addition to providing free information and referral services, by using our volunteer staff and their diverse skills, we are able to go above and beyond what we are funded for. We also have an excellent training program for law students where they are strictly supervised and get practical experience whilst still studying.

We have diversified our services over the last five years and now provide a number of pro bono legal services to those who need it. We also focus on partnering with other like-minded agencies so that we can offer a holistic service to the community with the ability to adjust service provision as needed.

Volunteering at CAB

CAB provides services to the community thanks to a team of dedicated volunteers. Our volunteers come from all paths of life and have a diverse range of skills and experience.

Volunteer positions include: information & referral agent on the Infoline, front counter, admin assistant, support person in mediation and paralegal work (drafting legal documents). Our volunteers require excellent communication skills, great attention to detail, a passion to help the community and a good sense of humour!

To inquire about vacancies or volunteer at CAB, please send your expression of interest to Elena, Volunteer & Client Services Coordinator manager@cabwa.com.au





As an elite international law firm headquartered in Asia, we are reshaping the legal market by challenging our people and our clients to think differently about what a law firm can be today, tomorrow and beyond.

We thrive on exceeding the expectations of our clients, and as such the world's leading organisations turn to us to unlock their biggest opportunities and deliver solutions to their most vexing challenges.

With ambitious thinking and innovation in our DNA, we partner with our clients to bring to life pioneering solutions which will help them to adapt, reinvent and grow. We believe innovation comes from giving our people room to grow, and as such actively encourage input and ideas from all levels of the firm.

Our people are encouraged to think differently and shape their own career path, supported at every step of the way, with world-class training, coaching and hands-on experience. There is no 'one size fits all' career model, and we offer multiple opportunities for our lawyers to gain experience and thrive.

At King & Wood Mallesons we provide you with the opportunities to reimagine a career in law to become what you want to be. Are you ready?

KEY STATISTICS:

- Most Popular Overall Law Employer in the 2018 AFR Top 100 Graduate Employers Rankings
- One of the Top 100 Graduate Employers in GradAustralia's 2018 Student Survey
- Top 15 global brand*
- 27 international offices;
- One of the largest international legal networks in the Asia region with 500+ partners and more than 2000 lawyers;
- Our clients range from a mix of global financial and corporate powerhouses through to new industry-makers and all levels of government
- With an unmatched ability to practise Chinese, Hong Kong, Australian, English, US and a significant range of European laws under one integrated legal brand, we are connecting Asia to the world, and the world to Asia.

*Source: 2018 Acritas Global Elite Law Firm Brand Index

REGIONAL PRESENCE

The King & Wood Mallesons network extends across the following regions:

- Asia Pacific (Australia, Mainland China including Hong Kong, Japan, Singapore)
- Europe
- Middle East
- North America

OUR PROGRAMS

Seasonal Clerkship Program

Applications open: 15 July 2019

Applications close: 4 August 2019

How to apply: Via our online application system kwm.com/careers

Our clerkships give you a clear picture of what it's like to be a lawyer at King & Wood Mallesons. You'll get to know our people, the way we like to work, our culture, practice areas, clients and more.

During your clerkship, you'll learn:

- **The day-to-day skills to get you started** – taking instructions, meeting with clients, drafting memos/documents, managing your practice and professional relationships.
- **Our core practice teams** – who they are, what they do, how they're structured, the clients they work for, and of course, your role within them.
- **Our culture** – you'll be exposed to (and encouraged) to get actively involved in the many activities and events that define KWM.
- **Our people** – you'll find that people from every part of the business will help you by sharing their knowledge and ensuring you have everything you need to succeed.

Your role

Clerks are allocated a practice group and may also have the opportunity to work across other teams of interest.

You'll be allocated a supervisor in your practice group and you'll work closely with the partners, senior associates and solicitors in that team. It's a hands-on role, so you won't just be watching from the sidelines.

Our people are encouraged to get involved in the many social and sporting activities that go on in the firm as well as the broader community.

Graduate Program

We offer a unique training experience with multiple rotations and a bespoke comprehensive learning and development program for our graduates. We invest heavily in development to support graduates in fulfilling their potential.

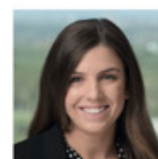
What you'll learn

The program provides a practical business foundation for junior lawyers. You'll receive:

- Meaningful work covering a wide range of practice areas
- Client contact and an in-depth understanding of how they operate in a commercial and regulatory environment
- The opportunity to work as part of a team with a range of partners, senior associates and solicitors in different practice groups
- A practical understanding of areas of our legal practice
- A comprehensive knowledge of the firm, our technology, our resources, our processes and, of course, the people you'll work with.

As part of the Graduate Program, we also offer a Practical Legal Training (PLT) course with the College of Law to our Australian Law graduates, ensuring that you meet the requirements for admission to legal practice.

The program also promotes and supports the mobility of our staff across our offices by giving you the opportunity to apply to go on exchange in one of our interstate or overseas offices. Through this, you are able to access a greater choice and variety of destinations and on-the-job experience.



SHENAE DJULBIC

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KING & WOOD MALLESONS

DESCRIPTION

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PRACTICE AREAS

Banking & Finance, Dispute Resolution, Projects & Real Estate and Mergers & Acquisitions

CLERKSHIP AND GRADUATE OPPORTUNITIES

We offer clerkship opportunities to penultimate year law students.

All applications are made through our recruitment system which is accessed via our careers website [www.kwm.com/careers] and are in line with the local law society recruitment guidelines.

This year, KWM Perth is launching a new Insight program for pre-penultimate year students. Applications open on 17 June 2019. For more information, please visit our website - <https://careers.kwm.com/en/graduates-australia/insight-program>.

King & Wood Mallesons' Perth centre follows the first round offers process. Former vacation clerks and law clerks will be eligible to apply for a Graduate position via our careers website [www.kwm.com/careers].

KEY DATES

Graduate offers day is generally the last Friday of July each year. For 2019, Graduate offers day is Friday, 26 July 2019

IDEAL STUDENT QUALITIES

- Results orientation – a track record of achievement and performance in life, not just your academic career. Individuals who, through commitment and resilience, have demonstrated their ability to identify and achieve goals.
- Intellectual curiosity - to us, intelligence is not measured by your GPA. We want deep thinkers who seek out information and diverse views to reach a practical and efficient solution to business problems.



- Client centricity – we work in our clients' worlds and partner with them to achieve their business goals. We need people who can stand in the shoes of the client and experience it from their perspective.
- Learning agility – the international legal landscape is changing every day. We need people who demonstrate personal flexibility and an openness to dealing with change.
- Broad perspective – we are growing the international law firm of the future. We seek out people with diverse perspectives who through challenger thinking help to create new insights and innovative opportunities across our global network.
- Commitment to a legal career – we recognise that it is rare for people to have 20 year careers with the same employer. We are looking for people that will have a commitment in the medium term to KWM. In return we will steer you to become your best self by identifying your key strengths and developing you into the best possible lawyer.
- Team work – we operate as one family, one firm working together and supporting each other across cultures. We want people who build relationships and rapport with others through emotional intelligence and a collaborative working style.

CONTACT

Shenae Djulbic, People & Development Advisor – shenae.djulbic@au.kwm.com



ClerkshipProfile



careers.kwm.com/en/graduates-australia



Laura Jackson

Summer Clerk
King & Wood Mallesons

SUMMER CLERK INTAKE: 2017/18

AREAS OF ROTATION: Dispute Resolution

UNIVERSITY: Murdoch University

DEGREE: Bachelor of Laws

THE APPLICATION AND INTERVIEW PROCESS:

The application process for clerkships is a stressful time for all law students. However, I found the application process for King & Wood Mallesons to be the most individualised and relaxed of them all. The interviewers were really interested in my extra-curricular activities and hobbies, and were genuinely interested in getting to know who I am as a person, rather than focusing exclusively on my grades or work experience. The networking events that KWM hosted prior to the interviews were all extremely engaging, and gave potential clerks a great opportunity to chat to lawyers of all different levels, in a relaxed and welcoming environment.

THE WORK:

During your clerkship, you will be placed in one practice group within the firm for 3 weeks. All of the solicitors I worked with in the Dispute Resolution team were extremely supportive, and made sure I was given detailed background of each matter that I was working on. This ensured that I had context when completing a task, and made me feel more involved in the matter, and in the team. One of the most rewarding aspects of the KWM clerkship for me, was that all clerks were given meaningful work. It was extremely exciting to see a document that you drafted get sent to a client, or see some key research that you conducted included in submissions.

THE CULTURE

Like any international commercial law firm, the staff at KWM are incredibly hard-working and passionate about their area of law. KWM staff are also extremely supportive and welcoming to all clerks and graduates. The teams are made up of diverse and sociable people, who come from a variety of different backgrounds. This diverse network of people helps foster a true sense of community within the firm.

THE SUPPORT:

During your clerkship, you will be allocated a buddy (usually a graduate or junior lawyer), who is your first point of call for any questions or worries. As well as a buddy, you are allocated a development coach (often a Senior Associate) and a Supervising Partner. All of these points of contact are invaluable, and you may end up receiving the majority of your work from them. As well as these contacts, all clerks are given detailed training prior to settling into a practice group, which is designed to ease you into life as a clerk at King & Wood Mallesons.

PRO BONO AND COMMUNITY:

King & Wood Mallesons is extremely dedicated to their pro bono work, and have a wide range of community initiatives which everyone in the firm is encouraged to get involved with. Some examples include attending the Street Law Clinic one day per week as a graduate, and involvement with the National Children's and Youth Law Centre. I was lucky enough during my clerkship to also have the chance to assist with a number of pro bono matters within the Dispute Resolution team.

THE SOCIAL LIFE:

King & Wood Mallesons has created a vibrant and social culture within their Perth office. During my summer clerkship I attended the firm Christmas party, end of year celebrations and KWM's social netball.

WHY I CHOSE KING & WOOD MALLESONS:

I always knew I wanted to work at a law firm that encouraged professional growth in their solicitors, but that was also supportive and encouraged personal growth. After meeting a number of solicitors at KWM's networking events, I was impressed with how passionate everyone was about their work and the firm. Not only this, they were all incredibly welcoming and approachable, which made the decision to clerk with the firm even easier.

MY CLERKSHIP VS. MY EXPECTATIONS:

My clerkship with KWM definitely exceeded my expectations. Throughout my time in the Dispute Resolution team, I was provided with exposure to a number of matters at all stages of the process, ranging from initial client instructions to current court proceedings. The two things that impressed me the most was how helpful and welcoming everyone was (all the way from new graduates, up to the partner level), and that the work clerks were tasked with was all meaningful work.

WHO WOULD I RECOMMEND A KWM CLERKSHIP TO:

I would recommend a clerkship with KWM to any law student who has an interest in commercial law. There is no better place to learn about the workings of a commercial law firm, than with a leader in the field. It is an incredible place to learn and grow as a lawyer, and is a firm that will encourage you to grow and excel as a lawyer and as a person.

Practical Training & Tips

Michael Hardy – Former Partner at Clayton Utz & Hardy Bowen

One of the disheartening things about recruitment is the probability of dashing the hopes of a prospective employee, whether that is as a prospective vacation clerk, graduate or lawyer. That is particularly so where, as at present, there is a highly competitive and crowded field of candidates.

While every generation of graduates has its golden children, who embark on a process of interviewing employers to determine which will be lucky enough to gain the benefit of their favour, they are few in number. You may take some comfort from the knowledge that they often do not make great lawyers. For the rest of us mere mortals, the real question is how to stand out from one's peers and generate appeal as a preferred candidate. Having interviewed thousands of hopefuls over many years in both a large and a boutique firm, I offer the following as something of a Lonely Planet Guide to Employability.

Some firms limit applicants to honours students, or by some other arbitrary criterion. Grades, as a consequence, are important if your target is a firm of that nature. Regardless, if your grades are less than stellar, be prepared to explain why that is so. As an employer, I looked as favourably at candidates who had achieved fair grades combined with other attributes (raising a family, holding down a job) as those who had devoted themselves to the library.

I have never been a fan of psychometric testing, so I can offer no hints there – you're on your own if your prospective employer wants that. My preference was always to attempt to engage with a candidate, accepting that every system is fallible. Asking you what your favourite animal may be will not take me far.

Ask questions in interviews. The quality of a question can be as revealing as an answer. If asked why you are interviewing with a firm, don't parrot the firm's website, with all of its hyperbole. Try to find out what specific qualities a firm has which attract you (rather than those it

says it has) by asking existing employees.

Polish your resume, but do not inflate it. Illusory achievements can be ascertained quickly by astute questioning, and puffery will be a distinct negative. Be prepared to explain any gaps or weaknesses, and do so honestly. After interviewing so many people, I could generally tell whether there was sufficient frankness in responses. Get the best referees you can. I once had someone give his girlfriend's mother as a referee. As endearing as that was, it wasn't much help. Referees are frequently contacted. Make sure you obtain the permission of a person to act as your referee in advance. Limit your resume to verifiable facts. Avoid stating your qualities, as they are not 'facts' – describing your qualities as honesty and hardworking is to distinguish yourself from exactly no one.

Listen to the questions asked of you in an interview. It is always disappointing to ask a question and have an interviewee launch into a prepared response which insufficiently responds to the question actually asked. Listening, rather than talking, is a highly prized commodity in junior lawyers.

The obvious things should go without saying, but unfortunately still need saying - dress as a professional, do not interrupt, observe all other good manners and be punctual.

Once I reached the stage of accepting that an interview, or even a number of interviews, would be unlikely to be a foolproof way to recruit the best people, the two questions I asked myself were, first, would I enjoy working with this person in a professional capacity and, secondly, have they displayed a willingness to listen and learn. In footy parlance, over the journey it seemed to work. Allow your personality to show itself. I always leaned toward people who displayed a genuine desire to work for and with me. Enthusiasm is infectious, as is a sense of humour. As a lawyer you will need one.



Practical Legal Training (PLT)

Graduate Diploma in Legal Practice | Perth Course

**Enrol
Now**

We believe that **Practical Legal Training** should be just that – practical.

Build your skills and confidence with a program you won't find elsewhere.

Established in 1972, our program is highly respected by legal professionals and taught by leading legal practitioners.

About

Our course is thorough and challenging with a simulated file program strategically designed to develop practice skills, ensuring every Leo Cussen graduate has the essential skills required for an entry level lawyer.

Start your PLT before finishing your law degree

The rules about starting your PLT have recently changed. If you have 1 or 2 law degree electives outstanding, you can now apply for approval to start your PLT while concurrently completing your electives. This means accelerating your pathway to admission.

Why Leo Cussen?

- **An outstanding reputation** – Leo Cussen has offered practical legal training courses since 1974
- **Career support** – dedicated Graduate Placement and Careers Advisor to help with job search and preparation
- **Online course** – online blended learning with 13 dynamic days of intensive, personalised, face-to-face training split into 3 touch-points at the beginning, middle and end of the course
- **Personalised mentoring** – comprehensive feedback and support, with regular one-on-one feedback on your work as you do it from very experienced lawyers
- **Develop excellent advocacy skills** – through compulsory civil and criminal file work and advocacy

- **Gain strong legal business skills** – run your own files, maintain client contact, meet deadlines and bill clients in practical settings
- **No theoretical exams** – 'learn by doing', with continuous practical assessments

Enrol Now

Intakes:

- July 2019
- January 2020

www.leocussen.edu.au/apply

W www.leocussen.edu.au

T 1300 039 031

E pltadmin@leocussen.edu.au



Leo Cussen Centre for Law - Profile



How does your PLT course differ from the other courses?

We believe that practical legal training should be just that – practical. Build your skills and confidence with a mentoring program you won't find elsewhere. Small group training – to provide the finest practical training experience. Our blended learning program is offered predominantly online, but also has 13 days onsite so that you can better build skills and confidence through a personalised mentoring program.

How is the course structured?

Our online PLT is a blend of online and onsite activities over 21 weeks, complete either 4 weeks of professional placement or 9 weeks of professional placement (if an exemption from the 5-week coursework Careers Planning and Profession Ready Module is given). Applicants must have proficiency in email and internet applications, reasonable access to such resources and an aptitude for successful learning via online delivery modes.

Can I start your PLT before finishing my law degree?

The rules about starting your PLT have recently changed. If you have 1 or 2 law degree electives outstanding, you can now apply for approval to start your PLT while concurrently completing your electives. This means accelerating your pathway to admission.

Contact days

The PLT is suitable for law graduates who have other commitments during typical business hours. The course includes 13 face-to-face intensive contact days from Perth's CBD. Attendance is a requirement. Trainees manage and conduct simulated files. This includes attendance at hearings, settlements, interviews, signings and other activities that are scheduled on intensive contact days. Students develop excellent advocacy skills through civil and criminal file work.

Online completion of Client Files

Online PLT files are largely conducted via guided one-to-one online contact with mentors, except for attendance at hearings, settlements, interviews, signings and other activities that are scheduled on contact days.



Professional Placement

Trainees will need to complete either 4 weeks of professional placement or 9 weeks of professional placement (if an exemption from the 5-week coursework Careers Planning and Profession Ready Module is given). Placement can be done shortly before or after the formal coursework, or concurrently with coursework. Placements can be organised with private law firms, community legal centres, government agencies, public interest organisations or in-house.

Optional Topics

Can be chosen in Administrative or Family law.

When does the course start?

There are two intakes each year in Perth - February and July.

How long does the course run for?

5 months

How do graduates enrol in the course?

Online via www.leocussen.edu.au/apply

What work experience options (if any) are students able to choose from?

Trainees have access to a designated Graduate Placement & Careers Advisor.

Do you provide full time and part time courses?

We currently provide a full-time online course from Perth in February and July.

We also offer a full-time and part-time onsite and online course from Melbourne's CBD in January and July.

More information

Please visit www.leocussen.edu.au

Phone: 1300 039 031

Email: pltadmin@leocussen.edu.au



College of Law Practical Legal Training - Your Pathway to Admission

How do you become a lawyer in Australia? What qualifications do you need?
Here's a few straightforward answers to these questions.

In order to be admitted as a lawyer in Australia, you need to satisfy three requirements

- You've completed a law degree or equivalent course
- You've undertaken a Practical Legal Training (PLT) program, which results in the award of the Graduate Diploma of Legal Practice
- You're a fit and proper person.

1. LAW DEGREE

There are key areas of knowledge you will have to pass to obtain a Law degree, they are known as the 'Priestley 11':

- Administrative law
- Civil Procedure
- Company Law
- Constitutional Law
- Contracts
- Criminal Law and Procedures
- Equity (including Trusts)
- Evidence
- Professional Conduct (including Basic Trust Accounting)
- Property, both Real (including Torrens System Land) and Personal
- Torts

Beyond these basic requirements, individual Law Schools choose their own compulsory subjects and offer a broad range of elective courses.

It's worth noting the 'Stale Learning Rule', which means you have five years after you've graduated from law school to complete your PLT and be admitted, or it won't be recognised.

2. PRACTICAL LEGAL TRAINING

You need to do your PLT at the end of your university law degree – your Bachelor of Laws (LLB) or Juris Doctor (JD) or equivalent qualification.

Why? A Bachelor of Laws or Juris Doctor gives you the theoretical understanding of the law and fulfils only part of the criteria for admission to legal practice, as set forth by the Law Admissions Consultative Committee (LACC).



PLT is all about you developing the practical skills and knowledge you will need to practice as a graduate lawyer.

It is a combination of the study of subjects which help you learn the nuts and bolts of working in a firm or organisation as a professional lawyer and work experience under an approved senior practitioner.

How does PLT work at The College of Law?

We offer numerous full-time (15 weeks) and part-time (30 weeks) courses throughout the year. There are three components to the course:

- Coursework;
- Work Experience (either 75 days or 25 days plus 5 weeks of additional study, called the Clinical Experience Module or CEM); and
- 10 hours of online Continuing Professional Education (CPE)

The course begins with 5 days (Monday to Friday) of face-to-face workshops at the College's Perth CBD campus and the remainder of the course is online.

You will have a lecturer who will mentor you through the course, provide you feedback and be available to help you by email, telephone or in person. The coursework component has excellent resources to assist you to complete assigned tasks.

There are 5 core subjects:

- Lawyer's skills;
- Ethics and Professional Responsibility;
- Civil Litigation Practice;
- Property Practice; and
- Corporate and Commercial Practice.

You also need to choose and complete two electives:

- Administrative Law Practice
- Banking and Finance Practice
- Consumer Law Practice
- Criminal Law Practice
- Employment and Industrial Law Practice
- Family Law Practice
- Planning and Environmental Law Practice
- Wills and Estates Practice



3. FIT AND PROPER PERSON

Of the three requirements you need to satisfy to be admitted as a lawyer in Australia, being deemed a 'fit and proper person' might seem the most mystifying. Essentially this is an issue of ethics – ensuring legal professionals charged with interpreting, arguing and in some cases, drafting the law are of good moral character.

The 'fit and proper person' requirement imposes a duty on you to disclose any criminal, academic or general misconduct that may reflect on whether you are a fit and proper person. It is quite a broad requirement, and it is worth looking into the rules imposed by the admitting authority in jurisdiction in which you are seeking admission as a lawyer.

For more information about the pathway to admission, visit The College of Law's website collaw.edu.au/admission

You are also invited to join us at our free Career Lab workshops. Our workshops guide you through the steps of launching your career. Upcoming events:

- Wed 22 May 2019: Campus to Career: Practical Legal Training Demystified
- Wed 28 Aug 2019: The Step-by-Step Guide to Admission

Visit www.collaw.edu.au/events to learn more.



Activate your career.

Practical Legal Training programs that better activate your career.

- 10+ start dates in Perth CBD in 2019
- Just 5 days face-to-face attendance
- 15 week full-time or 30 week part-time online program
- 25 or 75 day work experience options
- Part of the Western Australian legal profession since 2008
- Membership to Collegiate - an online learning community

Con Pana

Lawyer, Federal Government of Australia
Graduate of the Practical Legal Training program

Learn more at collaw.edu.au/PLT
or call **1300 856 111**



**Admission
to Practice**
The College of Law

Happy Lawyer Happy Life: How Tony Phillips runs a top law firm of happy lawyers

For a person who initially aspired to be an archaeologist, making the top four of Queensland family lawyers and being named one of Queensland's most preeminent family lawyers every year from 2013-2016 is an impressive achievement. Leading an award-winning firm renowned for its happy lawyers and focus on health and wellness is arguably even more remarkable. Tony Phillips, Owner and Managing Director of Phillips Family Law, shared his experiences with the Happy Lawyer, Happy Life podcast, proudly sponsored by The College of Law.

"I came from a generation when there were no mentors," said Phillips. "I've been fortunate that for the first 25 years of my career, I was in partnership with my best friend, Tom. I was fortunate to work in some progressive firms, including Shine Murdoch."

Phillips established a firm with three partners and four staff, growing it to a forty-person outfit within a few years. He credits much of his growth to sharing experiences with fellow small-to-medium firms via Law Australasia. "You're not dealing with your competitors. We share completely all our financial information, precedents. You're baring all your successes and mistakes. As a collective group, we were able to engage the best speakers to come to our conferences to look at trends; this group really became our mentor. Consequently, we looked into people management and 'people care' about five to ten years ago."

Collegiality, he admits, is "not as prevalent as it used to be," though he noted older practitioners might tend to look back on their earlier days "with misty glasses."

Phillips strives to set a more collegial tone from first contact. "If people start on an aggressive front, people will hit the bull back just as hard.

Getting on the phone, making contact with the other side, getting a rapport going – it's what I try to focus on so it becomes more personal and we can achieve a quicker, smoother result for the client."

Over the past few years, he has also strived to work less and become more conscious of working and relaxing "smarter."

"There's a temptation, particularly with young lawyers starting out that everyone wants to be Tarzan – that I'm beating my chest, that I'm king," observed Phillips, who conceded he was much the same in his early years. "It was unhealthy. Saturday would be the only day that I took a break. It was common that you would spend half a day, usually Sunday, catching up on the week and preparing for the week ahead."

Switching the culture of his firm required conscious leadership. "It's talking the talk and walking it," said Phillips. For new recruits, it is clear that performance, salary reviews and promotions are measured not merely by billing – "it might have 30% value," said Phillips – but also teamwork, business development, leadership, contribution to precedents. "When you put value on those tasks, people are more likely to share their work and be prepared to participate."

To Phillips, the most vital attribute of a new recruit is how effective they are. "They may not be the best drafter in the world, or the smartest lawyer in the room, but they're effective at managing the client and dealings with the other side. They're effective at achieving results for clients, rather than scoring legal points." "The most important skill of all is listening; we don't listen enough. You learn so much more by not filling in the sound gaps."

As Managing Director of an award-winning



law firm, Phillips decries the ‘churn and burn’ approach firms may take to new lawyers. “To achieve targets of ten to eleven hour days, five to six days per week, you will lose good people in that model. You will impact the longevity of young lawyers’ careers.”

“We concentrate just as much on lawyers doing too much as not hitting their targets. At any given time, we might have four to five lawyers working on a task so any one lawyer isn’t swamped. We try to head off a crisis by spreading the work around the office.”

It’s an approach as profitable as it is effective, which has allowed the firm to recruit for ‘excess capacity’ to account for leave, bereavement and parenthood. “Once you have a structured firm, to an extent it starts to run itself, which results in a profitable model.”

Phillips credits mindfulness with his approach to law. “Take a breath, pause before you react. It’s an otherwise very reactive profession. You’re often faced with response emails from clients, lawyers on the other side, which you think if they had paused, they might not have had the aggression and anger in that initial response. Our responsibilities are primarily as a limiter of conflict, not in aiding and abetting. This might involve role-playing with clients, or reality-testing a response, so you can avoid creating another potential point of conflict.”

“Mindfulness to me is not making those knee-

jerk responses. Consider the ripples – who is going to be hit?”

Passionate about law, Phillips recommends lawyers leave their work at the office.

“I’m incredibly passionate about the work that I do, but I don’t take it home. Put it behind you. It’s important to stay grounded and appreciate the small things in your life. It’s never a smooth journey, but everybody has problems. All things pass. You’ll wake up tomorrow and be a bit better.”

His advice to lawyers: “In that time between leaving the office and arriving home, leave the work behind. Leave the day behind.

Tomorrow’s another day. The challenge that seemed overwhelming today will seem less overwhelming tomorrow.”

“Being a lawyer is an incredible opportunity. Someone is coming along and says, ‘I trust you to fix my life.’ I’m very proud to be a lawyer.”

You can listen to Tony’s full interview at: <https://www.collaw.edu.au/news/2017/04/21/happy-lawyer-happy-life-recap-how-tony-phillips-runs-a-top-law-firm-of-happy-lawyers>

This article was first published in “Insights” by the College of Law.

The College of Law runs a wellbeing in practice workshop during all PLT courses.



What is PLT?

Practical Legal Training is a structured training program designed to help you develop the practical, day-to-day skills you will need as an entry-level lawyer.

Much like the last 5 kilometers of a marathon, PLT is the final run you need to become a practising lawyer. You know – the court-appearing, contract-preparing, law-talking kind.

After completing your PLT, you will be awarded a Graduate Diploma of Legal Practice (GDLP). This means you will be eligible to apply for admission as a legal practitioner in Western Australia.

What's involved in PLT?

1 Coursework

Unlike the theory-oriented black letter law you may be familiar with from your law degree, PLT study is entirely practice-oriented. It's intended to get you ready to work from Day 1; you're studying how to actually be a lawyer, rather than the knowledge you will need to convey as a lawyer.

PLT study involves a mix of compulsory subjects and two electives.

PLT subjects don't have formal written exams. Instead, there's a mix of multiple choice, oral assessments and other evaluations, each designed to effectively mirror real work as a real lawyer. All part of the 'practical' in 'PLT'.

You will practice completing tasks such as:

- Negotiating contacts and resolving real-life disputes
- Drafting Statements of Claim and Affidavits
- Identifying and solving common problems for clients
- Operating trust accounts, billing and file management

2 Work Experience

You'll need to complete 75 days of work experience under a practising lawyer with an unrestricted practising certificate. (Think of it as any lawyer who no longer needs P plates.)

The good news is you can complete up to 60 days prior to starting PLT, while you're still doing your law degree. You can complete the rest as soon as you start your PLT.

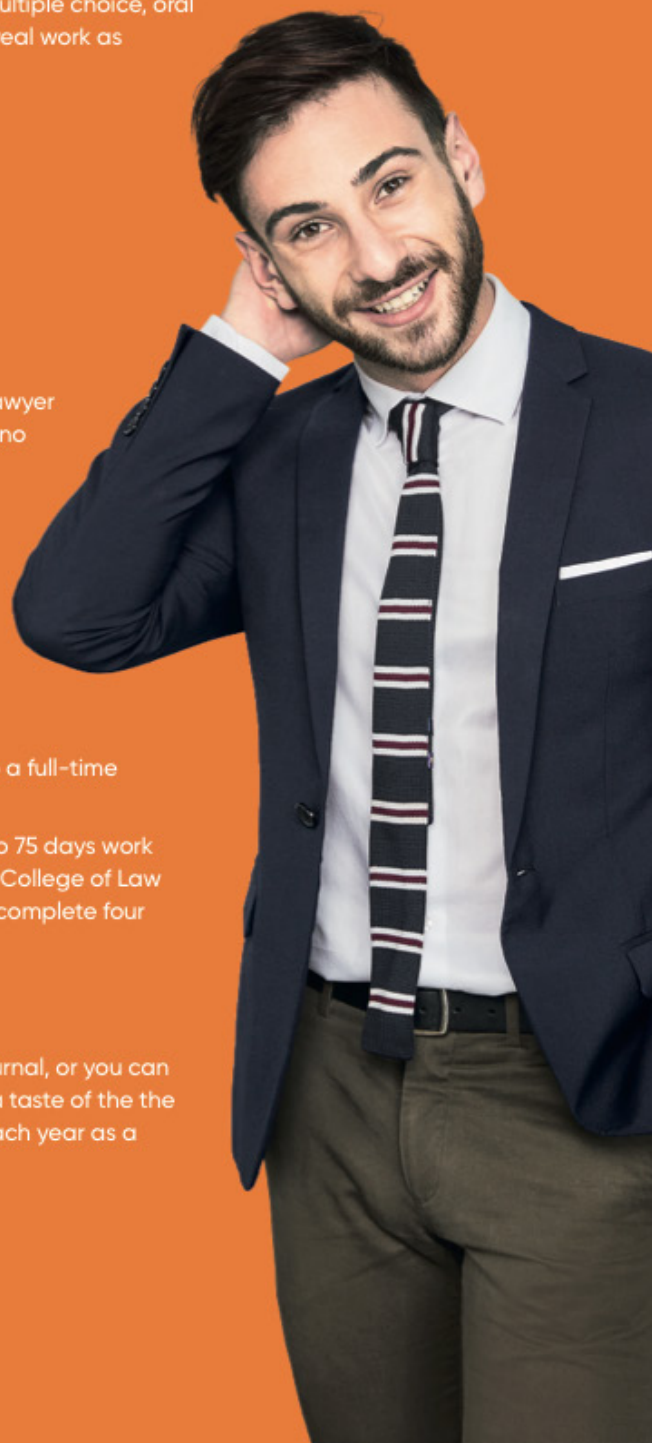
There are a huge range of opportunities that may count towards your PLT work experience. Examples include: summer clerkships, paralegal work, volunteering at community legal centres, judge's associate and assisting barristers in chambers.

The work experience can be paid or unpaid, and can sometimes lead to a full-time graduate job.

As you may (or may not) know, some PLT providers offer a faster option to 75 days work experience. The Clinical Experience Module, for example, offered by The College of Law Australia, allows you to do 25 days work experience as long as you also complete four written reflections and an Advanced Skills session.

3 Continuing Professional Education (CPE)

You need to complete 10 hours of CPE seminars and a workbook and journal, or you can complete alternatives, like the Legal Business Skills series. This gives you a taste of the Continuing Professional Development that you will need to undertake each year as a lawyer to maintain your practising certificate.



**Admission
to Practice**

The College of Law

The Piddington Society Practical Legal Training

The Piddington Society + Justice Project PLT

At The Piddington Society, we are driven by our objects to promote collegiality in the legal profession, improve access to justice, support entry into the profession for junior lawyers and provide quality legal education.

Each of these are big tasks on their own, so how do we do it?

Our flagship education program for graduates is the Piddington Justice Project (PJP). The PJP is an approved PLT course. Seminars and tutorials are delivered by Judges, silks and other senior lawyers who are leaders in their fields.

The PJP also works to remedy the challenges facing new law graduates finding employment and the need for community legal centres (CLCs) to serve their clients.

We are proud that to date our PJP graduates have contributed an estimated 10,000 hours to CLCs, materially expanding the legal advice offered to the community.

We also achieve our education goals through regular CPD events. Professional development is a requirement of our profession, and ours balances the technical aspects of law and practice with ethics and a focus on justice itself. You'll find yourself listening to leaders in the law speak candidly about their views, experiences and challenges.

We always combine these events with what we call collegiality. When you attend Piddington events you will see that these are great conversations with junior and senior lawyers from across the profession over food and drinks.

The capstone of this is our annual Bali Conference where we take 200 lawyers, and their friends and family too, to Indonesia for the most fun CPD you can have. It's always held on the WA Day long weekend in June, and I advise you mark it in your diary as it always sells out.

The heart of Piddington is in our relaxed, fun approach. Piddington was formed in 2011 as a primarily social endeavour. We're named after Albert Piddington - the shortest serving Judge of the High Court. Just like his Honour, you could say that we were here for a good time, not a long time.

Piddington wants to be a part of your career. We want to support your professional and personal development, and help your pathway into law be more friendly and more open.

My favourite thing about Piddington is that even the most junior practitioners can sit alongside the most senior, like silks and judges, and have a friendly conversation, discuss the law or life generally and even have a drink, a laugh and, at times, a dance.

So, how do you engage with Piddington?

The first step is to sign up to our newsletter and follow us on Facebook or LinkedIn and see what events you want to come to. If you can't afford an event but are particularly interested, reach out and we will see what we can do.

The second step is meeting new people and building a relationship with the profession. You can be sure that Piddington will support you in doing that.

Your careers are just starting. Though it seems daunting, we hope that Piddington can help to welcome you into the Profession.



The Future of Law

by Eve Bramley,
Graduate, MinterEllison, Perth

Autonomous vehicles, blockchain and AI are some of the buzzwords floating around the legal sphere. Where some lawyers may fret (am I going to lose my job to one of those *Westworld* robots?!), this is a very exciting time to welcome innovative change.

Increasingly sophisticated client technologies along with pressures from clients, employees and regulatory systems are challenging firms to embrace the challenges of the 21st Century.

Business knows no bounds

Domestic law firms are expanding across borders where globalisation, international trade and the increased use of technology is enhancing the liberalisation of markets. Collaboration with foreign counsel and inter-continental mergers are erasing the traditional boundaries on the geographic scope of law practice.

Globalisation is not new, but it is gaining momentum due to the growth of the Internet, automation processes, blockchain technology and developments in data security. As law firms expand their footprint worldwide, globalisation will continue to reshape the landscape of the legal industry.

Siri, please help

Technological advancements, like AI-enabled, 'thinking' technologies are set to be ubiquitous. AI will relieve lawyers from the mundane tasks of data gathering for the value-added tasks of analysing results, thinking, and advising their clients. Some jobs will be eliminated – those which involve the sole task of searching documents or other databases for information will be most at risk.



Jobs will be created, however, including managing and developing AI, writing algorithms for AI, and reviewing AI-assisted work (because lawyers can never concede the final say or the provision of legal advice to Siri).

Whilst technological advancements may threaten jobs, the human touch will never be lost. These technologies instead provide the opportunity to re-imagine legal services to better meet market demands in a better, more efficient and cost-effective way.

Some transactional practices, such as conveyancing, licensing technology and equity raising, are likely to change as technology creates new, more efficient marketplaces on which clients transact business.

What will happen to lawyers?

Success is heavily anchored on the clients and the talent of individuals. This will remain constant. As well as keeping on top of their technical area of specialism, lawyers will have a prerogative to strengthen their broader range of skills to maintain the mantle of trusted business advisor.

Law firms of the future will comprise lawyers, knowledge engineers, legal tech, marketing and business professionals to provide a full-service offering to clients.

Legal professionals today need to embrace innovation, design and technology skills to prepare them for a changing industry. This will empower the lawyers of tomorrow who are able to create solutions to the access to justice gap and, in turn, better serve their employers and clients. We don't know what the legal industry will look like at the turn of the century – but it won't be all robots just yet.

MinterEllison

DESCRIPTION

MinterEllison is an international law firm, headquartered in Australia, and regarded as one of the Asia-Pacific's premier firms. We are a borderless firm – meaning our multi-disciplinary and industry-facing lawyers collaborate across our offices in Australia, New Zealand, Asia and the UK delivering truly seamless and innovative solutions to our clients. At the same time, our independence makes us agile to changes in client and market demands

PRACTICE AREAS

- Human Resources & Industrial Relations
- Infrastructure, Construction & Property
 - Corporate M&A
 - Energy & Resources
 - Finance
 - Dispute Resolution
- Insurance & Corporate Risk
 - Tax

CLERKSHIP AND GRADUATE OPPORTUNITIES

We offer students a Graduate role for 2021 which begins with a 10 week Clerkship Launch Program in Summer 2019 (from November through to February) with continued paralegal work in a student's final year of study.

We ideally like to offer our 2021 Graduate roles to penultimate students so as to secure our pipeline of talent for the following year. We do offer a virtual internship to pre-penultimate students who are interested to gain further knowledge of our Firm.

We are offering Graduate roles for 2021. Whilst we do not currently have any vacancies for 2020 graduate roles, you can still apply through our website at: <https://graduates.minterellison.com> from 15 July to 4 August. If our circumstances change, we will contact you in relation to a graduate opportunity.

KEY DATES

Our applications for 2021 graduate positions open on 15 July 2019 to 4 August 2019. The Clerkship Launch Program for the successful applicants will run from 25 November 2019 to 31 January 2020.

OFFERS

We offer 8-9 positions.

IDEAL STUDENT QUALITIES

At **MinterEllison** we are not looking for people to fit a mould. Academic results are just one piece of the puzzle and we recognise the strength that diversity can bring to a team. Work experience, extra-curricular activities, sporting participation, music and travel are all important criteria to us. At MinterEllison we want you to bring your whole self to work - individual strengths and diversity are what build our teams up to be the successes they are..



ADDITIONAL INFORMATION

Clerkship launch program

If you choose to start your career at MinterEllison, your experience in the first few years will be full of challenging and exciting work, support and mentorship and professional and personal growth.

Our clerkship launch program gives you the opportunity to test out what life is like at MinterEllison and provides you with a taste of graduate life. Our program starts with a comprehensive orientation program where you will be given all the practical tools to set yourself up for success. You will also be allocated a supervisor for daily support who will help you manage your workload, and a 'buddy' for extra insight and advice.

What type of work can a clerk expect to undertake?

Our clerkship program offers critical and meaningful work experience, structured by a comprehensive orientation program and learning on the job to build both technical skills and commercial knowhow.

During our program you will:

- work closely with partners and lawyers on active matters to meet deadlines
 - produce quality and meaningful work
- participate in tangible learning & development activities and
 - attend social and networking events

Graduate program

The graduate program gives you the opportunity to rotate through multiple practice groups. You will gain practical experience in different areas of the law which are of interest to you. We boast one of the largest service offerings, providing you with the opportunity to rotate through various transactional, advisory and litigious practice groups.

Our structured development program includes:

- the MinterEllison Practical Legal Training program in partnership with the College of Law
- ongoing technical legal skills sessions to ensure you develop your technical excellence
- a strengths based program focussing on developing behaviours, such as business acumen and communication styles

When you start your career with us, you receive tailored learning in both technical and commercial skills such as client interaction, business development and interpersonal dynamics. Our program provides everything you'll need to build a successful, long-term legal career.

CONTACT

If students have queries in relation to our clerk and graduate programs they can visit our website at: <https://graduates.minterellison.com> or email Sandra D'Souza on sandra.dsouza@minterellison.com



The game has changed. **Be part of it.**

We are global leaders

MinterEllison is a prestigious, international law firm, headquartered in Australia. As one of Asia-Pacific's leading firms, we're borderless. We have the best people, working on the best matters, regardless of location. Our multidisciplinary and industry-facing lawyers collaborate closely across our offices in Australia, New Zealand, Asia and the UK. Our independence means we can adapt in parallel with our clients and market demand. In fact, we often lead the way.

With MinterEllison, you can be a global leader too. You'll have the opportunity to work with renowned lawyers and experts from around the world. And to build remarkable solutions that go beyond one region's laws and grasp the global picture. Essentially, you can be as agile, innovative and creative as we are.

We support you to succeed

Our award-winning Clerk and Graduate Programs ensure a supportive and highly engaging experience to provide you with the best career start. Be assured that you will become a well-rounded lawyer; developing excellent technical and business skills; and collaborating with a highly reputable legal network.

Our graduates accelerate their legal and business acumen through exposure to our partners, lawyers and professionals in our collaborative and innovative work environment. You will have the opportunity to rotate across different practice areas, and be exposed to inspiring and challenging transactional, advisory and litigation work.

The world is being disrupted and market demands are changing. The next generation of graduates will transform the future of legal services – we can give you the skills you need to do it well.

Your success is our success

Which is why we celebrate and invest in our people. We consistently have a record number of promotions, and last year, won the award for 'Best Learning & Development Program' at the Australian HR Awards. We're committed to helping our people achieve their best. And our development programs and initiatives are second to none.

We're always working to open more doors for you. Recently, we restructured our organisation to make it even easier to collaborate across all our offices and access an international network of brilliant legal thinkers. Our structure also offers new career paths, allowing you to seamlessly work across multiple practice areas.

Contact

Sandra D'Souza
Talent Consultant
Sandra.DSouza@minterellison.com
graduates.minterellison.com

Clerkship positions

Number of positions available:
8-9

Opening date:
Monday 15 July 2019, 9am

Closing date:
Sunday 4 August 2019, 11.59pm

Method of application:
graduates.minterellison.com

MinterEllison Virtual Internship

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



Post Graduate Study

GRADUATE CERTIFICATES & DIPLOMAS

Law

A graduate diploma in law is designed to broaden the skills and knowledge gained in an undergraduate law degree or to enable students to specialise in a particular area of law.

This course is offered locally at the University of Western Australia as a Graduate Diploma in Law. It is also offered interstate at Monash University, Bond University and La Trobe University as a Graduate Diploma in Law.

Australia Migration Practice

The Australian Migration Law and Practice Qualification is the entry level training course accredited by the Migration Agents Registration Authority ("MARA"). Eligibility requirements for Australia include Australian citizenship or permanent residency. For further information on the requirements for migration agent restriction contact the office of MARA: www.mara.gov.au

This course is offered locally at Murdoch University and interstate at the Australian National University and Griffith University as a Graduate Certificate in Australian Migration Law and Practice. The course is also offered interstate at Victoria University where it is titled 'Graduate Certificate in Australian Immigration Law and Practice'

Criminal

This Graduate Diploma is designed to assist individuals who are interested in practicing within the criminal justice system or a related discipline. It provides both a theoretical and practical understanding of the criminal justice system. Students are offered a broad range of units including juvenile crime, crime prevention, policing and Indigenous justice.

This course is offered locally at University of Western Australia as a Graduate Diploma in Criminal Justice. Interstate, the course is offered at the University of New South Wales as a Graduate Diploma in Criminal Justice and Criminology. It is also offered interstate at the

University of Sydney as a Graduate Diploma in Criminology.

Commercial Law and International Commercial Law

For those who wish to develop or further a career in commercial law this graduate diploma is an attractive option. It provides participants with an opportunity to enhance their understanding of the principles of commercial law as well as their practical application. It also provides the opportunity to gain specialised knowledge in a range of commercial areas: E.g. taxation law, competition law, patent law and employment law.

These courses are offered locally at the University of Western Australia as a Graduate Diploma in Commercial and Resources Law and a Graduate Diploma in Law (Commercial Law). This course is also offered interstate at the University of Sydney as a Graduate Diploma in Commercial Law.

Chinese Business Law

The Graduate Diploma of Chinese Business Law will give you an up-to-date and practical knowledge of Chinese law, economy and cross-border investment, as well as improving your law-related cross-cultural literacy. It is taught in summer and winter term as an intensive, with an optional 'engagement tour' during which students visit Shanghai and Beijing as well as other cities. With the expansion and development currently occurring in the Australia Pacific (APAC) region, there has never been a better time to consider studying cross-culturally. This course is offered Locally by the University of Western Australia as a Graduate Diploma of Chinese Business Law.

Natural Resources Law

This six-month Graduate Diploma is offered locally at the University of Western Australia, or interstate at the University of Melbourne where it is known as a Graduate Diploma in Energy and Resources Law. It will expand your knowledge of the laws regulating the Mining, Energy and Resources sector, a major part of the Western Australian Economy.



MASTERS DEGREES

Laws

The Master of Laws is a highly valued, general qualification where students are able to choose from a variety of electives and tailor their law degree to suit their interests and professional aspirations. A Master of Laws can be undertaken either completely by coursework or split between coursework and research, which generally involves a 15,000-20,000-word thesis.

This course is offered locally at the University of Western Australia as a Master of Laws (Coursework). It can also be studied at Murdoch University as a Master of Laws by Research. This course is offered at the University of Notre Dame Australia, and interstate at the University of Sydney, the University of New South Wales, Melbourne University, Monash University, The Australian National University and the University of Queensland.

Criminal Justice

A Masters in Criminal Justice is designed to provide participants with advanced knowledge of the criminal justice system. It is tailored to students who wish to pursue a career in this field. An individual with a Masters in Criminal Justice is open to a diverse range of career opportunities. Some may find themselves working for NGOs, local government, correction facilities, as a forensic psychologist or in customs and immigration.

This course is offered locally at the University of Western Australia as a Masters in Criminal Justice (Coursework) and at ECU as a Masters of Criminal Justice (Research). It is offered interstate at the University of Sydney, University of New South Wales, Griffith University, the University of South Australia and Monash University.

Commercial Law

A Masters of commercial law enables graduates from any qualification to gain a comprehensive insight into commercial law. The broad range of subjects enables participants to gain an understanding of the various areas of commercial law. This Masters degree is more suited for non-legal graduates, however

for legal graduates who wish to specialise in an area of commercial law it is a useful qualification to have.

This course is offered locally at the University of Western Australia as a Master in Commercial and Resources Law and interstate at Melbourne University, Monash University, La Trobe University, Deakin University and at the University of Sydney.

DOCTORATES

Successful doctoral applicants are required to complete a research thesis (60,000 to 100,000 words) that makes a substantial contribution to their related field of study.

Some doctorates require students to complete coursework units before they commence work on their thesis. These coursework units are undertaken to ensure students have a level of expertise to ground them in conducting their research. Others are based solely on research.

Acceptance into a doctoral program requires a recognised undergraduate degree in Law or a recognised LLM. Doctorates take approximately 4 years full-time study to complete.

Generally speaking, students with an interest in pursuing a career in academia will benefit most from gaining a doctorate, as many tertiary institutions prefer academic staff to either hold, or be working towards a doctorate qualification.

Laws

The Doctor of Laws is a common legal doctorate that offers a more legal specific qualification than a PHD. This course is offered at a number of universities across Australia, such as the University of Notre Dame Australia, the University of Western Australia, Melbourne University, Monash University and the University of Queensland.

Judicial Science

A doctoral qualification in Judicial Science allows students to complete an advanced qualification in an area of law specific to their interests. The course is offered at the University of Western Australia, Monash University, University of New South Wales and the University of Sydney.



Norton Rose Fulbright
balances freedom for personal
development with regular and
consistent guidance.

 **NORTON ROSE FULBRIGHT**

Perth Summer clerkship

Our summer clerkship offers you a real taste of life as a Graduate. The clerkship involves doing many of the things our Graduates do, including attending clients meetings and visits to court. You will also enjoy exposure to our deals, culture and practice areas. There will also be lots of additional activities for you to take advantage of including:

- key skills training
- talks about practice areas and deals
- networking and social events

What are we looking for?

- Commercial awareness
- Global outlook
- Open mindedness
- Curiosity
- Strength beyond academia
- Long term motivation

Relevant dates

15 July 2019 - Applications open

4 August 2019 - Applications close

19 August 2019 - Interviews commence

20 September 2019 - Offers made

If you are successful in securing an interview, you will also be invited to an information evening to learn more about our firm.

To see how you could define your own path within our global legal practice, visit:

nortonrosefulbrightgraduates.com/australia

Progress with purpose





DESCRIPTION

Norton Rose Fulbright is a global law firm, providing a full business law service to household-name businesses and financial institutions. We have more than 4000 lawyers and legal staff, based in 50+ cities across Europe, the United States, Canada, Latin America, Asia, Australia, Africa, and the Middle East. And in amongst that global network, you'll find some of the finest minds in the legal sector – all ready to aid your development. We actively encourage our people to have a diversity of interests – whether they're community focused or of a personal or professional nature – we recognise that a healthy balance which meets yours and Norton Rose Fulbright's needs leads to a happier and more productive work environment.

Our values are our hallmarks. They sing through in the work we do and the relationships we build. And, of course, they're principles we'll pass on to you.

- Quality – We're a team of the highest calibre, providing consistently high quality work, because our clients always come first.
- Unity – We share our knowledge and we work to support one another across teams and borders, because our team culture makes us who we are.
- Integrity – We're trustworthy, open and fair. We respect colleagues and clients deeply, and we work to the highest ethical, professional and business standards.

PRACTICE AREAS

Litigation, Insurance, Employment & Labour, Construction, Banking & Finance, Financial Restructuring & Insolvency, Real Estate and Corporate.

CLERKSHIP AND GRADUATE OPPORTUNITIES

We offer a 10 week clerkship program over the summer period. We require our Summer Clerks to be able to commence a graduate position with us in February 2021. Norton Rose Fulbright will be hiring up to 5 graduates to commence our Graduate Program in Perth in February 2021.

KEY DATES

	Summer Clerkships	Graduates
How long and when?	10 week program 25 November 2019 – 31 January 2020	12 month program Commences March 2021
How many did you take before?	6	5
Can I elect team preferences?	Yes	Yes
How many rotations?	2	2
What year group should apply?	Penultimate – need to be ready to commence in February 2021	N/A
How can I apply?	cvMail/NRF website	N/A
When do applications close?	4 August	N/A
When do interviews commence?	5 August 2019	N/A
When are offers made?	20 September 2019	March 2020
How many clerks will NRF take in 2019?	Approximately 5	N/A



OFFERS

Casual paralegal opportunities within the Perth office arise from time to time. Students are welcome to register their interest with us.

IDEAL STUDENT QUALITIES

Strong academic results are important, but not the only criteria - Norton Rose Fulbright seeks well-rounded candidates who have strength beyond academia including work experience and extracurricular interests. We also look to candidates with strong commercial awareness, a global outlook, open mindedness and long term motivation for a career in the law.

CONTACT

Students can contact the firm using the below methods. Apply for our summer clerkships or graduate program through the Norton Rose Fulbright job board.

Perth Address: Level 30, 108 St Georges Terrace, Perth, Australia 6000

Website: <https://www.nortonrosefulbrightgraduates.com/au/>

Human Resources Contact: Brooke Wheeler, Human Resources Coordinator
brooke.wheeler@nortonrosefulbright.com



Advertorial – Litigation

Karri Coles

I am a 2018 Graduate (admitted as a lawyer in December 2018), and have just finished my second of four six-month rotations. I completed my second rotation in the Dispute Resolution and Commercial Litigation team in Perth, from September 2018 through to March 2019.

Litigation and dispute resolution is a very detail-orientated practice. Obviously, by the time a client approaches you for advice or assistance, something has gone very wrong. Accordingly, we are always very careful not to do anything that could potentially worsen or compromise our client's position, which requires us to pay extreme attention to detail. There is a lot of research involved, particularly a lot of case law and statute review. It can be tedious at times, but it is very satisfying when, after a long time researching, you find exactly the answer you're looking for in some obscure case out of some small-time jurisdiction and get to fit the last piece of the jigsaw, so to speak, into your client's argument.

Further, litigation is renowned in the legal industry for being the practice with the most 'drama', and in my experience, that assessment is very accurate. Obviously the clients are in dispute, however although the lawyers are usually civil and professional, there are bound to be disagreements, which can sometimes be quite spirited. Sometimes those disagreements are resolved amicably, and sometimes not. That is, I think, part of the attraction of litigation and dispute resolution—it's exciting and can be unpredictable.

Fortunately, the dispute resolution team in Perth is very good, and works on matters much larger than our jurisdiction would suggest. Further, the team really tries to get juniors as embedded into matters as possible, which makes a difference to your engagement and enjoyment of your work. For example, within my first few weeks, I helped instruct on a big matter in the Federal Court, and so spent a lot of time helping to prepare submissions with barristers and communicating with the Judge's Associate, opposing solicitors and our client. When the big day came, I was sitting at the bar table assisting counsel and doing on-the-fly tasks to respond to the Judge's questions.

We haven't had the judgment for that one yet, but we're cautiously optimistic!

The other highlight of my rotation was acting as the pseudo "Judges' Associate" to the Tribunal in a three-week in a domestic arbitration under the UNCITRAL Rules. As the three Tribunal Members were mostly ex-Judges, they requested an Associate to assist, and my team put me forward and fought for me to have that incredible opportunity. It was a busy time, but was very rewarding because I was involved in all the administrative tasks that Associates usually assist with (which included coordinating Tribunal Members' equipment and resources, managing the venue staff and liaising between the parties and the Tribunal Members), but was also intimately involved in the preparation and presentation of our client's position. It was really the best of both worlds, and despite how hectic those few months were, it was a great experience and one I'm very grateful for.



Cover Letters & CVs



Your cover letter and your resume are your marketing tool, designed to present you in the best light possible. This will be the first impression a potential employer will see of you. There is no perfect cover letter or CV and every firm will require a specific format and specific details. However, the below is based on what we have encountered from the firms we work with.

- A cover letter is essential in the legal industry. A CV gives you a brief overview of what you have done whereas the cover letter addresses how you are able to apply the skills you have picked up to the role you are applying for. Do not make it a summary of your CV. It is where you talk about why you would excel in that particular job that the firm is hiring for and also shows a personal interest in working for the firm.
- Your cover letter should be formulated in a way that addresses the specific criteria of the advertised position highlighting how your experience is directly related to the criteria outlined. Always open with 'Dear' and where there is a specific name for the hiring manager, ensure you address your letter to this person and double check the spelling of their name. If a specific name is not provided, then address your letter with 'To Whom It May Concern'.
- When writing covering emails to firms, ensure you use a professional approach and similarly when calling firms, a warm, friendly and professional manner is a must – no slang words and do not use shortened text message language.

- Ensure your email address (as well as your voicemail on your mobile) is kept professional. A sense of humour is great however please remember that if a firm is contacting you, they will make a judgement on your professionalism across all communications.
- Keep it short and simple when you are first starting in the job market. As you may not have much experience don't add to it just for the sake of it.
- Try and link any skills you mention from a past job with how they may transfer to any future jobs. For example, if you worked with customers, this could be linked to your ability to communicate with clients in a law firm. Keep content relevant. For example, working in a supermarket as a store-person is brilliant as it shows you have a work history, however, be mindful of the relevance of specific on the job skills, in regards to the job you are applying for.
- The people you are writing to have time constraints – so be mindful of how much you include and how many pages you cover. 1 to 2 pages is ideal, but each firm can differ depending on what they require.
- The preferences of most hiring managers are for a chronological resume. Functional resumes tend to give an impression that you are hiding something.
- Make sure you send out your resume in PDF format always so that the formatting stays the same.
- Spell check - double check, triple check – a



firm doesn't want to hire a lawyer who makes spelling mistakes! If necessary have someone else double check.

- No photos of yourself please in your CV.
- Include any volunteer work you have undertaken or any groups you are a member of, in your CV.
- Always check your spam folder in your email app to ensure any responses from firms don't get lost in junk mail.
- There are different views on whether you should include references on your CV, again each firm varies. Make sure you have at least 2 professional references, this could be past employers, lectures or someone who has supervised or worked closely with you in a professional capacity.

- Seek permission from your references before submitting them to the firm when you are asked for it. Give them a heads up if the interview progresses to reference stage. Most employers will always inform the candidate of their intention to call their references prior to calling them.

Tips:

1. Always get the job title right and company right for your CV/cover letters. Make sure you don't copy and paste from other documents and check, double check, triple check.
2. Make each application specific to the firm you are applying for. There is nothing worse than getting a bulk email message from an applicant. Include some knowledge of the firm you are applying for so that the firm knows you have done your research and are serious about the application.

About KBE Legal Hub

KBE Legal Hub is Western Australia's leading legal recruitment and contracting firm. Our team consists of Managing Partners, In-House Legal Counsel, Senior Lawyers, Legal Recruitment Consultants and Law Firm Futurists.

For Western Australia's best lawyers – we provide unrivalled access to career defining roles with Western Australia's leading law firms and most sought after in-house legal teams.

For Western Australia's leading law firms and in-house teams – we provide unrivalled access to the best lawyers in Western Australia, as and when you need them.

We live and breathe the Western Australian legal community and always strive to add value to our networks, every step of the way.

Our consultants



Siemone Neutgens
Hub Team Manager/Principal Consultant
siemone.neutgens@kbe.com.au
0403 383 326

- Recruitment Specialist in the Practice Areas of Banking & Finance, Corporate, Commercial, Energy & Resources, Environment & Planning, Intellectual Property, Property, Tax, Wills and Estate Planning
- Over two decades of recruitment experience
- Committee member of The Piddington Society



Sam Turton
Legal Counsel/Consultant
sam.turton@kbe.com.au
0413 132 049

- Recruitment Specialist in the Practice Areas of Construction, Family Law, Insolvency, Insurance, Litigation, Workplace Relations
- Completed a LLB at ECU in 2017 and also holds a Bachelor of Commerce (majoring in Business Law) from Curtin University



Interviews

Grace Gilbert & Frank Main

Be ready to always tell interviewers “a little bit about yourself” and “why you have applied at that particular firm”. In my experience, they tend to start with these questions because they know you are nervous, and assume you have the answer to those ready to go.

Know your CV inside out, back to front. Be prepared to speak, in detail, about anything that you have included. They will often ask you about an obscure part time job or interest you have listed.

Really listen to what you are being asked. It is easy to make the mistake of listening to the first half of a question, then zoning out while you start mentally preparing your answer, all the while missing the second half of the question. Don't feel as though you can't take time after the question has been asked to think about an answer. This often shows you are in control and comfortable. Your answers will also be significantly more sophisticated if you have thought about them before starting to speak, rather than word-vomitting whatever first comes to mind.

Pay particular attention when your interviewers introduce themselves. When you first walk in you will be nervous, and might be busy overthinking the strength of your handshake, but their names are important. There is a particular firm that takes you on a little tour of the office after your interview, and often people in the office will ask you: “Who interviewed you?” Make sure you know the answer to that question!

Be prepared for behavioural HR type questions: explain a time when you have overcome conflict; worked well in a team; been innovative etc. These are usually asked by the HR representative in an interview and are the ones

you can prepare for in advance.

I try to answer these sorts of questions using the STAR framework. Outline the **S**ituation you were in; explain what your **T**ask was; describe specifically what **A**ction you took; and what the **R**esult was. This sounds like common sense, but I found that it was a really helpful way of not rambling (which I am very prone to when I am nervous!).

My interview experience differed between the various law firms I attended. Most of the interviews were with a partner and the HR Manager. The firm will generally make you feel welcome and ask you a bit about yourself, they understand that you are nervous, I certainly was.

Some tips: Have prepared answers when they ask, “why do you want to work in commercial law?” or “why do you want to work at this particular firm?” they expect you to be well prepared. Know the history of the firm and try to find out some of the work the firm is currently doing and bring it casually into discussion.

Also know the area of expertise of the partner interviewing you and prepare a couple of questions for them, they will likely ask you if you have any questions and having some honest and interesting questions is usually appreciated.

If you do get a hard interview, for example a case study about a merger or an acquisition just give it your best shot and don't feel overwhelmed, they are probably just seeing how you handle pressure.

Enjoy it and don't put too much pressure on yourself. You get to meet some great people, experience all the different firms and everyone is very friendly.





Be commercial. Whether they are household brand names that have changed the way we work, live, shop or play, or start-ups just about to shake things up all over again, our clients are clever, creative and commercial. So are we. You will learn how to adapt what you've learned about the law to real-time scenarios.

Be connected. From day one, you will be part of our global office – working alongside lawyers across the country and all around the world.

Be committed. Our culture emphasises and rewards collaboration, accountability and responsibility. We support our clients, our teams and our community.

Be empowered. From the very start we give you the tools, know-how and options you need to set your own challenges and define your career path.

If you want to be part of the fastest growing global law firm in Australia, be smart and talk to us about career opportunities at Squire Patton Boggs.

Be one of us.



DESCRIPTION

Squire Patton Boggs is a global business law firm. We offer legal insights at the point where law, business and government intersect and advice grounded in commercial reality. With 47 offices across 20 countries we provide a seamless service that operates on any scale – locally or globally.

Our founding clients included the entrepreneurs of the day, such as the legendary JD Rockefeller. They invented, created, discovered and built. That spirit is reflected in our culture, which emphasises agility, creativity and pragmatism.

While our global network provides an extensive pool of resources, connections and international expertise, our Australian offices are boutique in size and nature providing you with access to hands on, client facing legal work from day one. Our people, including paralegals and graduates, are working directly with partners and clients, providing you with the chance to contribute in a meaningful way from the very beginning.

PRACTICE AREAS

Our Australian offices focus on the following practice areas:

- Corporate
- Litigation
- Real Estate
- Energy and Natural Resources
- International Dispute Resolution
- Labour and Employment
- Restructuring and Insolvency
- Financial Services

CLERKSHIP AND GRADUATE OPPORTUNITIES

We do not participate in the formal graduate recruitment programs and do not have set dates to our recruitment periods. We pride ourselves on being entrepreneurial and commercial in the way we approach business and this is the same approach we take to our recruitment. Hiring our graduates in an out of cycle process allows us flexibility with our needs which are ever changing in today's commercial environment. It also offers students an alternative pathway into securing a challenging and sought after graduate position with a global law firm.

Although we do not participate in the formal graduate recruitment programs available, we do offer an attractive graduate program to our successful applicants. At Squire Patton Boggs, we understand that everyone is different and our programs reflect this. As a graduate, you will be exposed to complex, high profile client work from day one. There is no structure to your learning and it is up to you to define the career path you want. What we offer you is the support, guidance and opportunities to develop and accelerate your career.



OFFERS

Our graduate numbers differ from year to year but we generally offer 4 – 6 graduate positions across all of our Australian offices.

We do offer internships to students as part of university elective or compulsory internship units. Although we do consider applications for pre-penultimate students, our preference is to offer internships to penultimate or final year students.

IDEAL STUDENT QUALITIES

We are looking for collaborative people who will thrive in our culture. Some key characteristics that we look for in our people are proactivity, initiative, resilience, curiosity, enthusiasm and passion to contribute to the success of our firm.

In your cover letter, choose three qualities that you think you possess that will make you a match for our culture. Those individuals that demonstrate this together with innovation, entrepreneurial qualities and a hunger for a challenge at our firm will put themselves ahead of the pack and make themselves stand out in our application processes. We look for people who will contribute positively to our collaborative culture, and continuing growth and success.

ADDITIONAL INFORMATION

At Squire Patton Boggs, we have a number of casual paralegal opportunities available in our teams which provides an alternative pathway into graduate recruitment. Working as a paralegal in our offices gives you a unique insight into the real life environment of our firm that vacation clerks would not experience. If successfully hired as a paralegal in our firm, you will be working on an ongoing basis with a variety of teams gaining long-term exposure to the day to day operations of a commercial law firm. Our paralegals are working directly with our teams to achieve meaningful results for our clients from day one.

“If a clerkship is a snapshot of what it’s like to work at a particular firm, then a paralegal position is more of an “understudy” role.” Isabella Mosole, 2019 Law Graduate

Our paralegal opportunities are advertised on a needs basis and advertised directly through our website, Seek and your university. Keep an eye out for notifications from your university representative and ensure you are subscribed to notifications on our Careers page.

CONTACT

Hannah Robins
HR Coordinator
hannah.robins@squirepb.com
0894297401





Madeleine Smith is a first-year associate in the Corporate Practice at Squire Patton Boggs.

She shares her experiences working as a graduate in a commercial law firm and identifies key qualities that a graduate should look to develop.

It's not until you actually start working in a law firm that you realise there is so much more to being an effective lawyer than simply understanding the law. Probably the biggest difference between university and commercial practice is that you need to do more than interpret, analyse and apply the law; you must be constantly aware of your client's business interests. Since joining Squire Patton Boggs, I have worked directly with senior lawyers, attended client meetings, conciliation conferences and hearings, and drafted strategic advice on complex legal issues. These opportunities have helped build my commercial awareness and given me a solid foundation for a career as a lawyer.

Part of what attracted me to Squire Patton Boggs was that it is a "global boutique" law firm. **As part of a global network, I am exposed to cross-border transactions and work with colleagues all around the world, yet its compact size means I work one on one with partners and senior lawyers.** It also means that I have been entrusted with greater responsibility earlier than may have been the case at a larger firm.

From day one, the firm has exposed me to diverse opportunities to develop my legal skills and experience, whilst providing me with extensive guidance and support. In my final year of university, I had the chance to work as a paralegal – I was immersed in long-term matters and gained an understanding of the firm's clients before I even started as a graduate.

The highlight of my graduate year was preparing for and attending a work health and safety prosecution hearing, which gave me the chance to work with (and observe in action) senior counsel. A highlight of this experience was that I had started working on the matter as a paralegal almost two years before the trial – it was great to witness it come full circle.

After graduation, I spent my first year in the firm's Labour & Employment Practice before rotating into the Corporate Practice. Working for different practice groups has exposed me to a wide range of front-end and back-end matters for a vast array of clients.

I am grateful for the level of trust that the firm has placed in my ability at such an early stage in my career. **As a law graduate, I had the chance to present three client seminars and an internal continuing professional development session.** I have recently commenced a secondment one day a week at a client's offices, which is providing me with invaluable client-facing experience.

When you start as a law clerk, paralegal or graduate, you will receive a lot of helpful advice about how to succeed in your role. **One point I have focused on at Squire Patton Boggs is the importance of always trying to understand and consider a client's commercial interests.** This may include learning about your client's background and business activities and (if appropriate and time permits) asking your supervisor how discrete tasks fit into your team's strategy. Constantly focusing on what your client needs will not only assist your team to deliver sound advice, but will help you build the necessary skills to be a successful commercial lawyer.

Interested? Get in Touch

If you would like to find out more about available graduate or paralegal opportunities, please contact HR Coordinator Hannah Robins, at Hannah.robins@squirepb.com

UNDA Alumni – Where are they now?

Briony Whyte (2018) – Jackson McDonald

I graduated at the end of 2018, and I'm now working as a graduate in the Projects and Construction team at Jackson McDonald. I started three weeks before Christmas, and it has been a huge learning curve so far. I'm in a non-rotational position, so Construction is where I'll stay. My work is mostly small scale dispute resolution across a number of jurisdictions like the Building Commission and the Magistrates Court. However, I am also working on a couple of bigger matters, including a large scale arbitration and a Federal Court matter, and there is the occasional front end/drafting project that comes across my desk.

Before I graduated, I was so worried about getting a job: My grades were pretty average, I didn't do any clerkships in my penultimate year (god knows I applied for enough of them!) and when it came to offers day, I didn't get any of the positions I had applied for. It took me a while to realise it, but the clerkship path isn't the only way to get a job in law.

I had worked several roles as a paralegal throughout university and each one had taught me different things – not different areas of the law, but different skills, like drafting, which I learned working in a state government role; document review, which I learned working for a global firm with a small Perth office; file management, which I learned in a boutique firm; and civil procedure, which I learned working for a sole practitioner.

I had also said 'yes' to every opportunity that crossed my path in law school, from taking summer units in foreign countries, to taking on roles for the NDLSS. Every chance I got to tailor my degree to my own interests, I took, not so that my degree would position me for a particular area of law, but because I was interested in arbitration and international shipping law.

When it came to writing applications, the range of skills I had acquired meant I was able to customise my CV to suit the firm – I might not have any experience in IP Law, but I can write a damn good letter of demand! The diversity of my studies and extra-curriculars also made it easy for interviewers to find conversation starters, and things that they could find in common with me, which put me at ease.

I guess what I'm trying to say is that I love my job now, and I'm really enjoying working in construction law, but I didn't choose my practise area, it chose me – I took a bit of a 'round-about' path to getting my current job, but I think it's super important for current students to recognise that a direct career path is atypical, and that (contrary to popular belief!) there are jobs out there. Even if you don't land a rotational position at a top-tier firm, the first job you get after law school will be your graduate job, and it will get your foot in the courtroom door.

Oliver Haslam (2018) – Gilbert & Tobin

I am currently a Law Graduate at Gilbert + Tobin, in the Corporate Advisory team. Whilst studying Law at Notre Dame I had no idea what area of law I wanted to practice. All I knew was that I wanted to start in an area of law that challenged me. Corporate Advisory was just that, encompassing Mergers & Acquisitions, Equity Capital Markets and Corporate Governance. The team is fast-paced and high achieving, being ranked number 1 in Perth for Mergers & Acquisitions.

As a graduate you have responsibility from the beginning. The work you are given to do is incredibly interesting and dynamic. It changes day to day. You might act for a major corporation making significant changes to their business or advise a company on a hostile take-over. The work is certainly focused



on delivering practical advice, rather than completing extensive paperwork. Gilbert + Tobin places a high priority on junior development so do not expect to be siloed.

My daily activities are subject to client needs. It often involves client phone calls, team meetings and legal research. Graduates are also involved in various other functions during deals, including project and transaction management. Challenges arise daily, however the satisfaction of solving the issues is a highly rewarding experience.

I started my time as a law graduate in February, and I have already learnt so much. I would recommend any hard-working, ambitious students to consider a career in corporate law if they are interested in developing themselves both professionally and personally.

Dylan Hindle (2018) – Mony De Kerloy Barristers and Solicitors

I graduated from Notre Dame in December 2018, having completed the Bachelor of Law (LLB) (Graduate Entry) degree.

In 2019 I commenced my role as a Graduate at Mony Der Kerloy Barrister's and Solicitors where I work primarily in commercial litigation. Being a boutique sized firm, I already have a large degree of responsibility, and am involved with all aspects of legal work. My days at work vary from conducting research into contentious areas of law, drafting client advice, attending client meetings and attending court. Most recently I have been fortunate enough to be involved in large scale insolvency matter before the Federal Court.

If you are someone who enjoys being challenged and given a wide variety of work, I encourage you to look into graduate positions and clerking with smaller firms. The areas of law you conduct work in is constantly varied,

allowing for you to develop a highly dynamic legal skillset. You are also able to see, first hand, the way your work affects a matter, which is highly rewarding.

Louis Re-Matthews - HopgoodGanim Lawyers

At the end of 2018 I graduated with a Bachelor of Laws/Bachelor of Commerce from Notre Dame. I commenced a graduate position with HopgoodGanim Lawyers in February of this year after clerking with the firm at the end of 2017. I am currently in the Resources and Energy team and thoroughly enjoying the position.

As a Law Graduate my days are spent facing challenging legal issues which require critical thought and problem solving. I am constantly required to adopt a commercial mindset and determine how I can achieve the best outcome for clients. My work focuses on areas including mining and natural resources law, native title and cultural heritage. I complete a various range of tasks which include drafting contracts and client advice, research and writing publications on recent legal developments. Being able to contribute and assist in achieving results for clients through these tasks is highly rewarding.

HopgoodGanim provides an extensive range of legal services through offices in Perth and Brisbane. Throughout my rotations I will gain experience in various areas of law. The graduate program itself provides a supportive and collaborative environment which focuses on knowledge development and both professional and personal growth. This is achieved through fortnightly workshops and continuous training.

I encourage students who have a desire to be challenged, to learn and who are commercially minded to look into a career in commercial law.



Final Year Checklist

Amy Bradley

1. Create a LinkedIn Account
2. Compete in an NDLSS law competition
3. Apply to volunteer at a Community Legal Centre or other Community Group
4. Attend a WA Law Society Networking event
5. Research areas of law and firms that interest you ahead of Clerkship season
6. Make a CV which includes your education, achievements, volunteer and employment history.
7. Attend an NDLSS social event
8. Apply for vacant Law Clerk/Paralegal positions in areas of interest
9. Attend your enrolled classes
10. Nominate to be a University mentor for a First-Year Law Student
11. Apply for Clerkships/Vacation Work at firms that interest you



Recruitment Process

THE APPLICATION

Applications for our clerkship and graduate programs should be made online, via our website. Please see the key dates on our website for your state. Applications should include a cover letter, CV and academic transcript. We will also ask you a few questions as part of our application process.

THE INTERVIEW PROCESS

You will experience a two stage interview process with us. In Perth we use a combination of group interview and one on one interview. Applicants will have the opportunity to meet as many K&L Gates people as possible during the 2 round interview process, meeting with a combination of Partners/ Senior Associates and HR Team members.

The first interview is our opportunity to get to know you and will expand on your application, your interest in K&L Gates and will be a chance for you to get to know us. As part of our interview process, we also host a lunch time information session, giving you another opportunity to meet our people and get to know more about life at K&L Gates.

This is another opportunity for you to meet people in different teams and to get to know the firm.....so be sure to ask the questions you really want the answers to.

OFFERS

Offers for a clerkship or graduate role will be made in accordance with the relevant state guidelines.

APPLICATION TIPS

Your online application is your first opportunity to stand out, and forms our perception of you. Take a look at the key attributes we look for in a clerk/ graduate and tailor your application to showcase these. If you don't have legal experience, don't make this a focus of your application. Instead, tell us how the experiences you have had would relate to a clerkship or graduate position at our firm. Remember - you gain and build on key skills through all aspects of your life, so be sure to include relevant work history, academic achievements and personal interests – these all make you!

Wondering how to demonstrate your commerciality? Remember, we are a commercial law firm, so tell us about your interests in commercial aspects of the world (business, finance etc.). Why do you want to be a commercial lawyer and why are you interested in K&L Gates specifically? We understand you will be applying to other firms but make sure you tailor your application to show us why K&L Gates is the right place for you to start your legal career. Take a look at our website to find out who we are but don't just copy and paste from there – we know who we are, we want to know who YOU are.

Before you submit your application, read it again, then again. Then, ask someone else to read it! Accuracy and attention to detail are key skills for a lawyer and you need to demonstrate this in your application. So make sure you fix up any typos (or references to other firms!).



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K&L GATES

DESCRIPTION

K&L Gates is one of the largest law firms in the world with offices located across five continents sharing one clear vision. We are a fully integrated network of lawyers and legal professionals who believe that clients need more than technical legal skills; they need insightful and practical advice on the diverse issues that affect their businesses, delivered with unparalleled client service.

Our combination of practice strength, global platform, and unsurpassed client service is a true differentiator in the legal services marketplace.

Our client-first approach extends beyond our firm's internal structure and examines the broader legal, industry, and regulatory trends. Our lawyers are exceptionally skilled at identifying issues in advance based on deep industry knowledge, but we are even better at helping clients solve them.

With a strong presence in key capital cities and world commercial and financial centers, we represent a broad array of Global 500, Fortune 100, and FTSE 100 corporations in nearly every major industry, including technology, manufacturing, energy, transportation, telecommunications, financial services, health care, life sciences, sustainable development, and infrastructure, among others.

We are leading legal advisors relating to industries critical to the economies of both the developed and developing worlds – technology, manufacturing, energy, transportation, telecommunications, financial services, and life sciences, among others.

PRACTICE AREAS

With the extraordinary inbound investment into Australia from Asia, especially from China, and four of Australia's five largest trading partners – China, Japan, Korea, and India – located in the region, the firm has the resources on the ground to handle the most sophisticated legal requirements.

We have nine key practice areas on our global platform:

- Corporate & Transactional
- Energy, Infrastructure and Resources
 - Finance
 - Financial Services
 - Intellectual Property
- Labour, Employment and Workplace
 - Litigation & Dispute Resolution
 - Policy & Regulatory
- Real Estate

CLERKSHIP AND GRADUATE OPPORTUNITIES

Applications should be submitted via CVmail. Solid Academic results are important but to be a successful lawyer you need to demonstrate talent and skill in a variety of areas. You need to be able to demonstrate in your application commerciality, logic and attention to detail, as well as an enthusiasm for delivering exceptional service.



Graduates are recruited from our previous seasonal clerks. Our graduate program is designed to give you the technical expertise and commercial context to succeed. Throughout the year you are supported with a buddy, supervisor and mentor. Partners and senior lawyers will support and guide you through each rotation and support your career development. Your buddy, a junior lawyer, will help you transition into your new role.

As a graduate you will complete 3 practice area rotations, of a 4 month duration. You will be exposed to a variety of areas of commercial law in all of your rotations

KEY DATES

Perth Seasonal Clerk Applications open 15 July 2019

Applications Close 4 August 2019

Offers Made 20 September 2019

There are 2 intakes in our Perth office:

- December (3 weeks)
- January (3 weeks)

OFFERS

The Perth office typically takes 12-15 summer clerks, we have 2/3 graduate positions which are recruited from people who completed our summer clerk program.

IDEAL STUDENT QUALITIES

We believe in hiring individuals who will become a part of our collaborative, committed and diverse team, so it is important to us that you can demonstrate this. You should provide us with an understanding of our firm and why you want to be a part of it.

Solid academic results are important but to be a successful lawyer you need to demonstrate talent and skill in a variety of areas. You need to be able to demonstrate in your application commerciality, logic and attention to detail, as well as an enthusiasm for delivering exceptional service but most importantly, we want you to be yourself!

CONTACT

Our summer clerk positions are advertised on our website and students can apply through the cvMail portal



K&L GATES



Global legal counsel across five continents.
Empowering you to imagine, innovate and inspire.

To learn more about joining our collaborative team of passionate professionals, visit klgates.com/careers/.



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