

CLERKSHIP GUIDE 2019

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Getting Started





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Editors' Introduction

Jessica Baker & Lucas Chen Careers Officers (Clerkship Guide) Monash Law Students' Society



It is with great pleasure that we present to you the Monash Law Students' Society Clerkship Guide for 2019.

We hope that the Guide is a resourceful tool for students looking to pursue a career in commercial law or those looking for an insight into what a career in commercial law may entail.

The Guide is divided into four sections: Getting Started, Firm Profiles, Practice Areas and Insights. We advise that you pay close attention to the LIV Guidelines in the first section which provides a schedule of dates for LIV signatory firms. The first section will then go on to provide practical tips for preparing and completing clerkship applications as well as general advice for the clerkship period. The firm profiles section provides an insight into the workplace culture and environment of our sponsor firms as well as details of their clerkship and graduate programs. The third section, being practice areas, offers a more in-depth understanding of some traditional and some non-traditional practice areas across each of the firms. Finally, the insights section of the Guide presents an array of various articles including graduate experiences, pro bono practice and international opportunities.

We would like to thank our sponsors and firms involved for all of their efforts in preparing contributions for the Guide. The success of the Guide is no doubt due to their continued support of the Monash Law Students' Society each year.

Furthermore, we extend our thanks to our Careers Directors, Rachel Cox and Jonathan Beh and JD Publications Officer, Laura Linschoten, for their invaluable support and encouragement throughout this year's production of the Guide.

Whilst we have endeavoured to provide the most current information, we cannot ensure complete accuracy beyond the date of publication. We therefore strongly recommend all applicants undertake independent research in addition to the Guide to confirm application details. Further to this, the views expressed in this publication are independent and do not necessarily reflect those of the editors or the Monash Law Students' Society.

We would like to wish all those applying for clerkships the best of luck!





GILBERT SMITH +TOBIN

President's Introduction

Jonty Brooking President Monash Law Students' Society



The seasonal clerkship application period can appear overwhelming at first glance. There are dozens of law firms you can apply to, each varying in size, culture and area of practice. Unless you've had the chance to interact with a firm, it can be difficult to know if that firm is right for you. With so many great law firms and such little time in a law student's calendar, finding the right places to apply can be challenging. Certainly, when I applied for clerkships last year, I didn't know where to begin.

Before applying, I received a variety of accounts from older students who had completed the application process. One common piece of advice became apparent, which I now pass on to this year's clerkship cohort: the Monash Law Students' Society's Seasonal Clerkship Guide is the perfect place to start your preparation. As LSS President, it is my pleasure to introduce you to this phenomenal resource.

The Seasonal Clerkship Guide is one of the LSS's most comprehensive productions. It is my hope that this guide assists every Monash student who is thinking about applying for seasonal clerkships, whether you choose to apply in the end or not. If I can point you in certain directions, I strongly suggest reading the firm profiles for any information that particularly stands out, as well as the cover letter advice which will help you master that vital yet undervalued art. Once you have done that pre-reading, step out and network, network, network.

For all the work that has gone into creating this year's Seasonal Clerkship Guide, I would like to thank our Publications (Careers) Officers, Jessica Baker and Lucas Chen, and our Careers Directors, Rachel Cox and Jonathan Beh. Putting together an easy to navigate guide that contains a wealth of information is no small feat. I'm extremely thankful for their hard work.

I would also like to thank our firm sponsors, without whom a quide of this calibre would not be possible. In particular, I would like to thank the lawyers who wrote articles and advice sections. This commitment to giving back to the universities where they have come from and supporting those who follow them is part of what makes the law such a noble profession.

Finally, I would like to thank our Dean, Prof Bryan Horrigan, for his and the Law Faculty's ongoing encouragement while we continue to strive to improve what we do. The partnership of the Monash Faculty of Law and the Monash Law Students' Society is part of what makes Monash such an outstanding law school.

I endorse this guide and encourage you all to read its wisdom as extensively as you can. To those applying for clerkships this year, I wish you the best of luck.

Allens > < Linklaters Arnold Bloch Leibler



CLA PIPER GILBERT GILBERT HERBERT KING & WOOD MINTERELLISON

Dean's Foreword

Bryan Horrigan Dean of the Faculty of Law Monash University

The Faculty of Law at Monash University is a community of staff, students, and alumni, who are committed to making a difference to the human condition through law, social justice, and professional engagement locally, nationally, and abroad. The publication of this 2019 Seasonal Clerkship Guide by the Monash Law Students' Society is an important event in meeting this agenda. It represents yet another outstanding contribution for the benefit of their members from one of the leading law students' societies in Australia. The Faculty of Law is proud to support and work together with the Monash Law Students' Society for the benefit of our students in this way.

Career opportunities and destinations for students with law degrees are now part of the latest wave of law's globalisation. All law firms, professional services firms, and other potential employers appearing in this year's Guide have clients and areas of work that transcend state and national boundaries. In an increasingly competitive environment for the employment of law graduates, the annual round of clerkships is an important pathway for many law students in eventually securing their first employment opportunity beyond graduation. This year's Guide provides a wonderful roadmap for law students in navigating the various pathways to such career destinations.

As Dean, I am particularly grateful to the law firms and other employer organisations, together with our other student and professional contributors, for the tremendous thought and work that has gone into distilling such useful guidance for this year's cohort of law students here at Monash.

As someone with more than 20 years' experience in commercial legal practice, including involvement in the selection and training of seasonal clerks and first-year practising lawyers, I can affirm the value of seasonal clerkships for students and employers alike.



For students, it represents an opportunity to experience the everyday work of law in practice, including the culture, practice areas, and clients of law firms and others. They also provide opportunities for law students to display to potential employers the knowledge and skills that they have developed throughout their law school days from a variety of educational experiences.

These experiences include what is available to law students here at Monash. Professional practice programs at our Monash Law Clinics at Springvale, Oakleigh and the CBD, the selection of subjects (including electives) that align closely with potential employment opportunities and student organisational roles and competitions demonstrate mastery of career-relevant skills such as project management, negotiation, advocacy, and teambuilding.

For potential employers, seasonal clerkships offer the opportunity for more direct and personal engagement with today's law students as potential future members of the legal profession, as well as opportunities to scrutinise the suitability of particular law students as potential employees and perhaps even future practice leaders within their organisation.

This year's Guide also reflects the modern reality that a law degree from Monash provides pathways to multiple careers locally and globally, both within and beyond the legal profession.

The various arms of the legal profession include lawyers in government, lawyers in law firms of all kinds and sizes, lawyers at the bar, lawyers within business organisations, lawyers within not-forprofit organisations, and many more.

Legal services are simply one of the forms of professional services to business, government, and other clients, which indicate that a law degree is



also a ticket to a variety of careers in professional service. The domains of government (ie the public sector), business and the professions (ie the private sector), and the community sector (ie not-for-profit organisations and other social enterprises) are now replete with Monash law graduates who use their legal knowledge, skills, and experiences from University in a variety of careers.

So, there is much food for thought as well as much important insight and guidance in this year's Guide, as an important tool in stimulating awareness about a wide array of career opportunities. Indeed, it is an indispensable tool for any student in developing a smart approach to career opportunities.



LIV YOUNG LAWYERS



LIV Seasonal Clerkship and Traineeship Guidelines 2019

SCHEDULE OF DATES

Seasonal Clerkships

Application period opens	Monday, 8 July 2019
Application period closes	Sunday, 11 August 2019 (11:59pm)
Seasonal Clerkship offers made from	Thursday, 10 October 2019 (from 10am)

Traineeships

Priority offers made from	Tuesday, 6 August 2019 (from 10am)
Priority offers close	Wednesday, 7 August 2019 (4pm)
Market application period opens	Friday, 9 August 2019
Market application period closes	Sunday, 18 August 2019 (11:59pm)
Traineeship market offers made from	Friday, 20 September 2019 (from 10am)

Further information

W. www.livyounglawyers.com.au

T: (03) 9607 9370

E: younglaw@liv.asn.au







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LIV Seasonal Clerkship Guidelines 2019

The LIV Seasonal Clerkship and Traineeship Guidelines ensure consistency and fairness throughout the legal recruitment process. The Guidelines provide the agreed framework for the dates and communication protocols for the making of offers for seasonal clerkship and traineeship positions by signatory law firms, and the acceptance of offers by law students. The LIV values the commitment that all signatories make towards ensuring compliance with these guidelines as the leading industry structure that supports the legal recruitment process.

- 1. To be eligible to apply for seasonal clerkships a student must be in their final or penultimate year of study, that is, they intend to commence their final semester in 2020. Students who have already completed their law degree are eligible to apply; however, applications will be accepted at the discretion of each firm.1
- 2. Applications for seasonal clerkships will open no earlier than 9am on Monday, 8 July 2019.
- 3. Applications for seasonal clerkships will close no later than 11.59pm on Sunday, 11 August 2019
- 4. Any offer made under these guidelines relates to clerkships within a one year period from the date of offer, but can be extended in circumstances agreed between the student and the law firm for a further one year period if a student requests a deferral of the clerkship.
- 5. Any offer of clerkship must remain open for a minimum period of four (4) business hours from the time the offer was made or until 10am the following business day for offers made after 1pm, subject to paragraph 5(a):
 - a. Students must not hold more than four seasonal clerkship offers for a period of more than 2 business hours.

For the purpose of this paragraph "business hours" is defined as the period between 9am and 5pm and "business day" means Monday to Friday.

- 6. Law firms will make offers concerning seasonal clerkships from 10am, Australian Eastern Daylight Savings Time on Thursday, 10 October 2019.
- 7. All offers made pursuant to paragraph 6 of these Guidelines will be made by email. All email offers must detail:
 - a. the terms of the offer; and
 - b. that the offer is made pursuant to these Guidelines

Signatory law firms are permitted to make follow-up calls to offerees once the offer has been made by email.

- 8. Law firms who have entered sponsorship arrangements with disadvantaged students, such as those employed under the Indigenous Cadetship Program, are exempt from complying with the Guidelines in relation to those students.
- 9. A law firm may withdraw from the guidelines by giving (30) days written notice of its intention to

¹ https://www.liv.asn.au/Membership/Young-

Lawyers/Seasonal-Clerkship-Traineeship-Guidelines



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the Law Institute of Victoria (LIV), the law faculties and law student societies at all Victorian law schools.

- 10. The LIV will maintain an up to date list of all signatory law firms which will be publically available on the LIV website.
- 11. Students are encouraged to familiarise themselves with the law firm's clerkship application policy to which they are applying.
- Signatory law firms are not obligated to offer seasonal clerkships each year but must follow the Seasonal Clerkship Guidelines in the event that they do.
- 13. All signatories agree to comply with all legislative requirements including those imposed by or otherwise required under the Victorian Charter of Human Rights, Victorian Anti-Bullying Legislation and Occupational Health & Safety Act 2004 (Vic).
- 14. These Guidelines are in place to ensure fairness throughout the graduate recruitment process. However, each signatory is responsible for setting its own application processes and this aspect is outside the scope of these Guidelines and the Law Institute of Victoria's involvement. Students are encouraged to familiarise themselves with the signatory's clerkship application policy to which they are applying and allow sufficient time for lodgement of their application.
- 15. Where an unforeseen error occurs in the lodgement of an application made pursuant to these Guidelines, the student may make a case for consideration to the relevant signatory, but it is at the discretion of the signatory concerned as to whether the application is accepted.

Further information

W. <u>www.livyounglawyers.com.au</u> T: (03) 9607 9370 E: <u>younglaw@liv.asn.au</u>







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LIV Traineeship Guidelines 2019

The LIV Seasonal Clerkship and Traineeship Guidelines ensure consistency and fairness throughout the legal recruitment process. The Guidelines provide the agreed framework for the dates and communication protocols for the making of offers for seasonal clerkship and traineeship positions by signatory law firms, and the acceptance of offers by law students. The LIV values the commitment that all signatories make towards ensuring compliance with these guidelines as the leading industry structure that supports the legal recruitment process.

- 1. Applications for graduate traineeships will open no earlier than 9am on Friday, 9 August 2019.
- 2. Applications for graduate traineeships will close no later than 11.59pm on Sunday, 18 August 2019
- 3. Subject to paragraph 3(a) any offer made under these guidelines relates to a graduate traineeship commencing in 2020; it is open to students who have already completed their law degree or students who will commence their final semester in 2019.1
 - a. Successful applicants who have already completed their law degree are eligible to commence their graduate traineeship prior to 2020 by agreement between the law firm and the applicant.
- 4. An applicant who, due to "genuine necessity", will be unable to attend an interview during the interview period, should apply to the Law Institute of Victoria (LIV) for permission to either:
 - a. be interviewed at an earlier date, or
 - b. be interviewed by electronic means if the applicant is overseas at the time of the genuine necessity application and will not

return prior to, or during the interview period. The form of electronic means is to be agreed upon between the law firm and the applicant.

"Genuine necessity" is defined as the need to be outside of Victoria during the interview period, for the purpose of study, work experience or other purpose deemed reasonable by the LIV. Applications should be made to the LIV Young Lawyers Manager in writing and include appropriate supporting documentation. Written permission is to be granted at the sole discretion of the LIV.

- 5. Except as provided in paragraphs 8, 9 and 10, law firms will make offers or arrangements concerning traineeships from 10am Eastern Daylight Saving Time on Friday, 20 September 2019, Graduate traineeships can be deferred in circumstances agreed between the student and the firm for a further one year period if a student requests a deferral of the traineeship.
- 6. All offers made pursuant to paragraph 5 of these Guidelines will be made by email. Law firms will not make follow-up calls to offerees before 11am on the date of offer. All email offers must detail:
 - a. the terms of the offer; and

¹ https://www.liv.asn.au/Membership/Young-

Lawyers/Seasonal-Clerkship-Traineeship-Guidelines





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- b. that the offer is made pursuant to these Guidelines.
- 7. Except as provided in paragraph 10, an offer of traineeship will remain open for a period of not less than twenty-four (24) hours from the time the offer was made or until 11am the following business day for offers made prior to 11am. Firms should make this known to students at the time of making offers in accordance with paragraph seven.
- 8. Law firms who have entered sponsorship arrangements with disadvantaged students, such as those employed under the Indigenous Cadetship Program, are exempt from complying with these guidelines in relation to those students.
- 9. Law firms may make 'priority offers' of traineeships to eligible students in accordance with paragraph 3 on the dates set out in paragraph 10, to the following students:
 - a. students who within the previous two years preceding the date of making the offer referred to in paragraph 10, have substantially completed seasonal clerkships of at least two weeks' duration with the offering firm, either in Victoria or at one of the firm's interstate or international offices;
 - b. students who during the previous two years and for a minimum period of 30 working days, have performed paralegal work for the offering firm, either in Victoria or at one of the firm's interstate or international offices.

For the purpose of this paragraph 'business hours' is defined as the period between 9am and 5pm and 'business day' means Monday to Friday.

10. The 'priority offers' made pursuant to paragraph 9 can be made either in writing and/or by telephone between 10am on Tuesday, 6 August 2019 and 12pm on Wednesday, 7 August 2019. A 'priority offer'

must remain open until the earlier of acceptance/rejection in accordance with paragraphs 10(a) and 10(b) or 4pm on Wednesday, 7 August 2019.

- a. An applicant will not hold more than two priority offers' for longer than a two hour period;
- b. An applicant must accept/ reject any 'priority offer' received within 4 business hours of it being made. For the avoidance of doubt, if a priority offer is made after 1.00pm, the applicant must accept or reject the offer by 10am the following day. Priority offers made at 1pm must be accepted or rejected by 5pm on the same business dav.

For the purpose of this paragraph 'business hours' is defined as the period between 9am and 5pm and 'business day' means Monday to Friday.

- 11. It is accepted that law firms invite students to express their interest in being considered for a priority offer at the conclusion of their clerkship.
- 12. Law firms intending to make priority offers are not permitted to interview market traineeship applicants or to make offers or arrangements concerning market traineeships prior to making a priority offer. For the avoidance of doubt, law firms are permitted to interview paragraph 9(b) priority offer candidates before making priority offers pursuant to paragraphs 9 and 10 of these Guidelines.
- 13. A law firm may withdraw from the guidelines by giving (30) days written notice of its intention to the Law Institute of Victoria (LIV), the law faculties and law student societies at all Victorian law schools.
- 14. The LIV will maintain an up to date list of all signatory law firms which will be publically available on the LIV website.



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- Signatory law firms are not obligated to offer traineeships each year but must follow the Traineeship Guidelines in the event that they do.
- 16. All signatories agree to comply with all legislative requirements including those imposed by or otherwise required under the Victorian Charter of Human Rights, Victorian Anti-Bullying Legislation and Occupational Health & Safety Act 2004 (Vic).
- 17. These Guidelines are in place to ensure fairness throughout the graduate recruitment process. However, each signatory is responsible for setting its own application processes and this aspect is outside the scope of these Guidelines and the Law Institute of Victoria's involvement. Students are encouraged to familiarise themselves with the signatory's traineeship application policy to which they are applying and allow sufficient time for lodgement of their application.
- 18. Where an unforeseen error occurs in the lodgement of an application made pursuant to these Guidelines, the student may make a case for consideration to the relevant signatory, but it is at the discretion of the signatory concerned as to whether the application is accepted.

Further information

- W. www.livyounglawyers.com.au
- T: (03) 9607 9370
- E: younglaw@liv.asn.au







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LIV Seasonal Clerkship and Traineeship **Guideline Signatories**

The following law firms and legal organisations are signatories to the LIV Seasonal Clerkship and/or the LIV Traineeship Guidelines 2019.

Candidates are advised to please check each individual law firm or organisation via their website to find out if they are accepting applications for seasonal clerkships or traineeships in 2019.

This list was last updated in December 2018.

SIGNATORY FIRMS	ADDRESS	TRAINEESHIP GUIDELINES	SEASONAL CLERKSHIP GUIDELINES
Allens	Level 37, 101 Collins Street, MELBOURNE 3000	Yes	Yes
Arnold Bloch Leibler	Level 21, 333 Collins Street, MELBOURNE 3000	Yes	Yes
Ashurst Australia	Level 26, 181 William Street, MELBOURNE 3000	Yes	Yes
Baker & McKenzie	Level 19, 181 William St, MELBOURNE 3000	Yes	Yes
Best Hooper	563 Little Lonsdale Street, MELBOURNE 3000	Yes	No
BJT Legal	38 Lydiard Street South, BALLARAT 3350	Yes	Yes
Boothby & Boothby	883 Dandenong Road, CAULFIELD EAST 3145	Yes	No
Clarendon Lawyers	Level 29, 55 Collins Street, MELBOURNE 3000	Yes	Yes
Clarke & Barwood Lawyers	61-65 Gellibrand Street, COLAC 3250	Yes	Yes
Clayton Utz	Level 18, 333 Collins Street, MELBOURNE 3000	Yes	Yes
Colin Biggers and Paisley Lawyers	Level 23, 181 William Street, MELBOURNE 3000	Yes	No
Corrs Chambers Westgarth	Bourke Place, Level 36, 600 Bourke Street, MELBOURNE 3000	Yes	Yes
Coulter Roache	Level 1, 235 Ryrie Street, GEELONG 3220	No	Yes
Davis Lawyers	15/200 Queen Street, MELBOURNE 3000	Yes	No
DibbsBarker	Level 10, 360 Collins Street, MELBOURNE VIC 3000	No	Yes







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DLA Piper	Level 21, 140 William Street, MELBOURNE 3000	Yes	Yes
Eales & Mackenzie	5/95 Queen Street, MELBOURNE 3000	Yes	Yes
Gilbert + Tobin	Level 22, 101 Collins Street MELBOURNE 3000	Yes	Yes
Hall & Wilcox	Level 11, Rialto South Tower, 525 Collins Street, MELBOURNE 3000	Yes	Yes
Harmers Workplace Lawyers	Level 40, 140 William Street, MELBOURNE 3000	Yes	Yes
Harris Lieberman	Level 3, 111-113 Hume Street, WODONGA 3690	Yes	No
Hayes & Associates	352 Nepean Highway, FRANKSTON 3199	Yes	Yes
Herbert Smith Freehills	101 Collins Street, MELBOURNE 3000	Yes	Yes
HWL Ebsworth	Level 26, 530 Collins Street, MELBOURNE 3000	Yes	Yes
IKRP Eugenia Mitrakis & Co	246 Albert Road, SOUTH MELBOURNE 3205	Yes	Yes
Johnson Winter & Slattery	55 Collins St, Melbourne VIC 3000	No	Yes
K & L Gates	Level 25, 525 Collins Street, MELBOURNE 3000	Yes	Yes
Kevin Davine & Sons	Suite 3, 1 Barkly Street, WARRAGUL 3820	Yes	Yes
King & Wood Mallesons	Level 50, 600 Bourke Street, MELBOURNE 3000	Yes	Yes
Lander & Rogers	Level 12 Bourke Place, 600 Bourke Street, MELBOURNE 3000	Yes	Yes
Legal Branch Department of Premier & Cabinet	Level 3, 1 Treasury Place, EAST MELBOURNE 3002	Yes	No
Logie-Smith Lanyon	12/575 Bourke Street, MELBOURNE 3000	Yes	Yes
Macpherson Kelley	40-42 Scott Street, DANDENONG 3175	Yes	No
Mackinnon Jacobs Horton & Irving	Level 4, 179 Queen Street, MELBOURNE 3000	Yes	No
Maddens Lawyers	1A Liebig Street, WARRNAMBOOL 3280	Yes	Yes
Maddocks	Level 25, 727 Collins Street, MELBOURNE 3000	Yes	Yes
Maurice Blackburn Lawyers	Level 10, 456 Lonsdale Street, MELBOURNE 3001	Yes	Yes
Meridian Lawyers	Level 12, 357 Collins Street, MELBOURNE 3000	Yes	Yes

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Mills Oakley	Level 6, 530 Collins Street, MELBOURNE 3000	Yes	Yes
MinterEllison	Rialto Towers, 525 Collins Street, MELBOURNE 3000	Yes	Yes
Mitrakas Savas & Co	Level 1, 883 High Street, ARMADALE 3143	Yes	No
Nevile & Co	Level 11, 100 Collins Street, MELBOURNE 3000	Yes	Yes
Nevin Lenne & Gross	57 Clyde Street, MYRTLEFORD 3737	Yes	Yes
Norris Coates Lawyers	Level 10, 99 William Street, MELBOURNE 3000	Yes	Yes
Norton Rose Fulbright	RACV Tower, Level 24, 485 Bourke Street, MELBOURNE 3000	Yes	Yes
Norton Gledhill	23/459 Collins St, Melbourne VIC 3000	Yes	No
Nowicki Carbone	302 King Street, MELBOURNE 3000	Yes	No
Office of Public Prosecutions	565 Lonsdale Street, MELBOURNE 3000	Yes	Yes
Pinsent Masons	Level 23, 360 Collin Street, Melbourne	Yes	No
Robert Wood & Associates	17 Chandler Road, BORONIA 3155	Yes	No
Robinson Gill	701 Station Street, BOX HILL 3128	Yes	Yes
Russell Kennedy	Level 12, 469 LaTrobe Street, MELBOURNE 3000	Yes	Yes
Ryan Carlisle Thomas	41 Robinson Street, DANDENONG 3175	Yes	Yes
Septimus Jones & Lee	Level 5, 99 William Street, MELBOURNE 3000	Yes	Yes
Sharrock Pitman Legal	Suite 2, 40 Montclair Avenue, GLEN WAVERLEY 3150	Yes	Yes
Slater & Gordon	485 LaTrobe Street, MELBOURNE 3000	No	Yes
Sullivan Braham	104 Raymond Street, SALE 3805	Yes	No
Tanya Circovic & Associates	19 Lansdowne, EAST MELBOURNE 3002	Yes	Yes
Thomson Geer	Level 39, Rialto South Tower, 525 Collins Street, MELBOURNE 3000	Yes	Yes
Transport Accident Commission	60 Brougham Street, GEELONG 3220	Yes	Yes
Victoria Legal Aid	350 Queen Street, MELBOURNE 3000	Yes	No



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Victorian Government Solicitor's Office	Level 25, 121 Exhibition Street, MELBOURNE 3000	Yes	Yes
Vincent Verduci & Associates	Level 1, 186 Barkly Street, FOOTSCRAY 3011	Yes	No
Wainwright Ryan Eid	Level 4, 530 Lonsdale Street, MELBOURNE 3000	Yes	No

Further information

W. <u>www.livyounglawyers.com.au</u> T: (03) 9607 9370 E: <u>younglaw@liv.asn.au</u>

Allens - < Linklaters Arnold Bloch Leibler





GILBERT

HERBER

MALLESONS 金杜律师事务所

MinterEllison

Practical Legal Training



Leo Cussen Centre for Law 1300 039 031 pltadmin@leocussen.edu.au www.leocussen.edu.au

About the program

Leo Cussen has been operating since 1972 and provides high quality practical legal training and professional development programs for entry-level lawyers through to senior legal practitioners.

The Leo Cussen experience enables law graduates to learn how to practise law in a professional, yet friendly and engaging environment. Our Graduate Diploma in Legal Practice is comprehensive and well respected by legal employers. Employers may sponsor their graduate employee to do the course.

Successful completion of the Practical Legal Training (PLT) course entitles you to apply for admission to the legal profession as an Australian Lawyer which, in turn, entitles you to practise as an Australian Legal Practitioner in any Australian jurisdiction.

Your choice: PLT Onsite or Online

Online delivery offers flexibility to those who have work or family commitments and who enjoy the discipline of learning within a small online community. Online trainees attend a series of intensive teaching blocks, with both weekday and weekend options offered. In the full time Online course, you will need to commit at least 25 hours a week to your PLT work. We also offer a part time Online PLT which requires a study commitment of approximately 15 hours per week.

The Onsite course suits those looking for a training experience with face-to-face teaching and learning. It also suits those on overseas student visas. In the Onsite course you attend each business day from 9am to 5pm.

Intakes

We run 2 intakes a year for both onsite and online. The first in July 2019, the second in January 2020.

What kind of work do you do while enrolled?

The PLT course at Leo Cussen is unique as it gets trainees to run client files as part of a simulated law firm, with an emphasis on 'learning by doing'. As such, you will carry out the kind of work that lawyers do in real practice. This means that trainees can expect to run files from start to end, while writing letters of advice, drafting court documents, interviewing clients and delivering arguments before a judge.

How are assessments conducted?

There are no tests or exams at Leo Cussen. All trainees are assessed on the work they produce as part of running their simulated law firm files. For example, you will be assessed on the letters you draft, the client interviews you conduct, and the arguments you deliver in court.

How do placements work?

Leo Cussen has a dedicated Placement Advisor. For trainees who enrol in our onsite course, Leo Cussen will find your placement for you. For trainees who enrol in our online course, you are responsible for sourcing your own placement, however the Placement Advisor is available to provide support and guidance in sourcing your placement.

Leo Cussen has the shortest placement requirement in the country; you are only required to carry out 3 weeks (15 days) of placement in order to complete that component of the course. All trainees undertaking our course in Victoria must complete the full 3 weeks.



Is entry competitive?

All individuals who hold an eligible legal qualification are entitled to enrol in our PLT, and Leo Cussen does not apply any additional selection criteria. For the online course, Leo Cussen does not currently have any quotas. For the onsite course, as this is a unique program where trainees are given desk space, there is a maximum number of desks in the building. However the vast majority of applicants for the onsite course receive a spot.

Why choose Leo Cussen Centre for Law?

- Our reputation we have been delivering the PLT since 1972
- Highly practical you will run actual client files as part of a simulated law firm experience
- Mentoring every trainee is allocated a mentor who provides regular 1-to-1 feedback. All mentors are current or former legal practitioners
- Short placement of only 15 days. We find this for you if you do the onsite course. Support is provided for the online course
- Networking opportunities to meet legal practitioners
- No exams or tests
- More face-to-face training, even for the online version of the course
- The choice of weekday and weekend options for the online course intensives
- Dedicated Placement Advisor to provide guidance & support
- Dedicated Careers Advisor to provide career guidance & support

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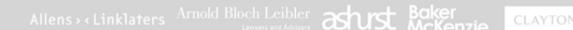
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A Leo Cussen Graduate's Story



Kathryn McGregor Victorian Aboriginal Legal Service

At University I completed a BA and LLB and completed an exchange at Uppsala University for a semester. I was unsure what area of Law I wanted to practise in and I wanted to gain insight into all aspects of Law, I knew that I could not do this through a 'traditional' articled clerk position, and the client files at Leo Cussen were a great way to get into the different areas of practice.

I didn't have any legal connections when I started the course and knowing that Leo Cussen organise a placement for onsite PLT trainees was of great comfort. Further, having been a student for so many years and juggling part time work, I felt that Leo Cussen would be a great training ground for getting used to being in an office environment Monday – Friday.

I currently work as a criminal solicitor at the Victorian Aboriginal Legal Service (VALS). I provide advice and representation for Aboriginal clients in criminal matters in the Magistrates' and Children's Court. VALS services the whole of Victoria and each solicitor is allocated a metropolitan court and a regional court. So, fortnightly, I will travel to a regional area and spend 2–3 days being the Aboriginal legal representative for the local community.

I am constantly learning about different areas of the criminal law and how to engage with people from clients to prosecutors to magistrates. I thoroughly enjoy appearing at court and developing my advocacy skills. VALS provides an 'holistic' style approach with our clients and we are able to link them in to culturally specific services which is of great benefit to the clients and the community overall. Being able to help a client navigate their way through the system with tailored support is rewarding. We have a very collegial environment and there is always support for new lawyers. My job is constantly challenging and surprising – no day is ever the same – and that is fantastic! I really enjoyed the advocacy and criminal areas of training in the Leo Cussen PLT. I met some tremendous instructors whom I will still call for advice and they are more than happy to give that advice. I also enjoyed the social aspect of Leo Cussen, I have great friends that I have met from my course and still remain in contact with. My placement that they arranged at NAAJA in Darwin was the cherry on top!

The Leo Cussen PLT gave me the training and confidence that I needed to know that I could practise law and be effective in this role. Being able to apply all the legal knowledge you have gained in a practical way was tremendous.

For more information on Leo Cussen's PLT course visit: www.leocussen.edu.au







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Tips for Your CV & Cover Letter

Katherine Wood Graduate Recruitment Consultant **MinterEllison**

Top Tips for your Cover Letter

1. Know what you are selling

Before you even put pen to paper (fingers to keyboard) you need to decide what you bring to the table. Have a clear idea of 3 - 5 key values, these are the basis of your business case that you will deliver to the organisation. You need to be able to communicate this value clearly and confidently so get comfortable with them for your interview!

2. Yes, it is a letter...

Yes, this means you need to find the name of the recruiter that you are applying to, all it takes is a quick Google search to make sure that your cover letter looks well researched. After you have their name you might even want to search them on LinkedIn, a little extra knowledge here can be useful down the track.

3. Keep it simple

A significant number of great candidates fall down on this section. The clerkship recruitment process is one of the highest (if not the highest) volume recruitment processes that you will ever be exposed to, so you need to make sure that the recruiter is able to distil the most pertinent information as fast as possible. A great way to check this is have someone who has never read your cover letter to look it over, then ask them what they thought were the key takeaway messages.



4. Structure, structure, structure

Aim to split your cover letter in to three main paragraphs:

- Initially clarify what role you are applying for and any critical logistical details that are important for the role: "penultimate student, Bachelor of Law, etc".
- If you are applying to a number of firms this is your chance to tailor your message; Have you interacted with anyone inside the organisation? What specific matters is the organisation working on that resonate with you (and why)?
- This last section is your call to action, the goal is to have the recruiter turn the page to read through your CV. It is time to use the key values that you defined earlier and support them with accomplishment statements.



Top Tips for your CV

1. What's relevant?

Remember that you don't want your best achievements to get lost in the noise! If your academic achievements list goes back to "Dux of year 6" it's likely time to find some more recent ones! Again a 3 – 5 rule is useful for these areas of your CV and will help make sure the recruiter won't skim over that section and miss that you won the Deans Award in your second year.

2. Professional!

Photos... Please don't, what you look like is not relevant to your ability to do the job and it takes up space that you can use for more useful information. This goes for other information that we just don't need to know (age, height, marital status etc). Email addresses should be kept to first and last name or university addresses, this is your chance to update from the email account you signed up to when you were younger. Your voicemail message should also be active and professional.

3. Employment entries

These are vital and you need to make sure the recruiter can pick out all the information that they need:

- Organisation and job title (include area ie. Paralegal Commercial Disputes).
- Clearly defined start and finish dates, along with the number of days per week.
- Responsibilities These are your overarching operational duties (bullet points are good here).
- Development At this point in your career it is important to list what you gained from that period of employment... What skills do you have now that you did not have when you commenced that role?

a. References... on request?

Outside of a clerkship application "References available on request" is an entirely reasonable entry for this section. However, put yourself in the recruiters shoes and picture gathering referee names and phone numbers for every clerkship applicant (it's a sizeable job). We won't make contact with your referee's without checking in with you first, but making things as easy as possible can only work in your favour!

b. Three pages is your absolute maximum

This is non-negotiable (and don't try to circumvent the rules by adjusting the margins on your page). You need to be concise when listing your achievements, this may mean being ruthless when cutting out certain entries. Keep it punchy!



Demonstrating Commercial Awareness as a Clerk



Suzanne Porritt Lawyer Clayton Utz

When you wake up and put on your "business best" for your first day as a law clerk, you are probably a mess of emotions akin to pressure, anxiety and excitement (hopefully more excitement than anxiety). After all, there is a lot to be concerned about, such as whether you look the part in that new suit you spent a month's pay on, what' your partner's name is, or whether you could ever be commercially aware enough to add value – whatever that means. What future clerks should remember is that you already have the legal skills to do the work. You wouldn't be there if you didn't.

Law students are often inundated with what law firms lovingly refer to as 'commercial awareness'. They expect students to demonstrate this elusive 'commercial awareness' from day one, even in the interview phase, but it's one of the trickiest elements to the clerkship process. I remember being so concerned with demonstrating commercial awareness and 'adding value' as a clerk, particularly as I knew the limits of my own savvy, that I wasn't very aware of much, let alone commercially aware. That said, it is not something you should shy away from, but rather, embrace. And given my experience, I hope I hope that I can offer some assistance and guidance to help you navigate this unique aspect of clerkships if you happen to be feeling the same way I did.

First rule – don't give up before you've even started. Seems simple enough. Now onto the practical tips.

The one golden tip is to never go into a partner's office without a pen and notepad. Don't do it unless you have the memory of Mike Ross from Suits and even then, I would still tell Mike to bring a notepad just in case. Your pen and paper will help you when

you are taking instructions from your supervising partner or a lawyer and you make the savvy move to ask about the bigger picture. Ultimately, that is what demonstrating commercial awareness really comes down to – understanding what the client is trying to achieve. Sometimes lawyers and partners forget to give the wider context of a task, but by asking for it and understanding it, I can guarantee you are more likely to add value for the client in your final product.

I also cannot recommend enough just sitting down and familiarising yourself with the Australian Financial Review (AFR). If you've never read it before, it might seem a bit dry the first hundred times you sit down with a latte to read it, but a partner once told me to persevere and it will eventually begin to make sense. He was right, I promise you.

Reading the AFR will help you gain general awareness of what is most topical to clients (another good tip – focus on specific clients of the firm which you are clerking) and keep on top of their current issues. This will help you understand the client's approach and what they want from a matter, be it a litigious court battle to protect branding or protecting a client in a deal from taking on risks that are commercially impractical. For Clayton Utz, keeping an eye on the government sector is particularly useful as politics can often have a major impact on the big infrastructure projects the firm works on.

It may seem complicated at first, and in some ways it is. But you can demonstrate commercial awareness by reading up on current issues, being aware of the commercial market, and asking about what the client wants. And then try to assist the clients in being successful by considering what you know and



how it can help them. You don't have to have the solution, but you can share your thoughts on the issues. Just have a go and don't be afraid to speak your mind.

With that, I wish you all the best of luck!

Hope to CU soon!





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Putting Your Best Self Forward: Managing the **Clerkship** Program



Dominique Logan Solicitor Herbert Smith Freehills

It has been almost three years since I applied for clerkships, but the process remains one of the strangest few months of my time at University. It can be a mental and sometimes emotional challenge, but I can confidently say that the process is entirely worth it - even if it is just for the skills and experience you gain through drafting cover letters, and multitasking your studies and applications.

Let's be honest, the penultimate year of your studies, combined with the clerkship process may seem daunting, but I can say (with the benefit of hindsight) that the 'hype' that surrounds the clerkship process is what makes the process feel much more taxing than it actually is.

Below are some tips that I suggest adopting as you prepare for the clerkship process.

Before you start researching firms and writing applications, have a think about the following three things:

- 1. Why do you want to do a clerkship?
- 2. What types of work or interests do you want to pursue in your career?

3. What inherent qualities that you can bring to a workplace?

Keep the answers above in mind whilst you meet representatives from the firms, and as you draft your applications, as knowing these answers will benefit you in two ways. Firstly, it will ground your own understanding of why you're doing the process, which will help you stand out as an individual in your applications. Secondly, if you keep coming back to these answers, you can run your own race throughout the process, and avoid the external pressures that can impact your wellbeing.

The clerkship process is not just a few months of applications and interviews - it's the beginning of your career, and this is exactly why it's exciting, and exactly why you need to maintain a balance. It is easy to fall into the trap of thinking that the clerkship process is a sprint - get the applications in; get through interviews; then smash each clerkship out. However, it is important to keep in mind that this is actually your career, and your career is an ongoing, fun, and dynamic journey.

Who you are in your applications, your interviews and your clerkships, sets the tone for who you are when you begin your graduate roles - so it is important to try and present your 'best self' from the very start of the process. By 'best self' I do not mean who you may think the firms want you to be, but simply the person that answered the questions above, with the added benefit of being well-rested, enthusiastic, and curious about the process ahead. I promise you that there is no 'clerkship type' that firms look for, so do away with that notion now, not only because it will not assist your applications, but also because it is simply not healthy nor sustainable to try and start your career as someone you are not.

It has been almost two years since my clerkship at HSF, and almost two years since I accepted the graduate role. I feel lucky to be at a firm that encourages people to be themselves at work, and I can confidently say that my answers to the questions above come into practice every single day at the firm. My answers continue to guide my own priorities and perspectives at work, ensuring that I look after myself, and bring my best self to work.





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My Top 5 Tips for Succeeding in Interviews



Hannah Kemp Recruitment **KPMC**

1. Practise and Prepare

Prepare ahead of the interview. Find out more about KPMG and specifically KPMG Law. Practise some of the answers you could give to common interview questions so that you feel confident and prepared walking into the interview.

2. Sell yourself

We want to get to know you as much as we can in the interview so make sure to sell yourself, your achievements and your career aspirations during the interview. We want to hear about your education, work experience and extra-curricular activities.

3. Structure your answers

Practising beforehand will help with this. Structure your answers using the STAR model (Situation, Task, Action, and Result) to provide a well-rounded and detailed answer to competency based questions.

4. Be aware of your body language

People automatically pay a lot of attention to nonverbal communication. It's important to be aware of your body language. Be sure to avoid slouching, crossing your arms, and too much/little eye contact. The goal is to project confidence, engage, and build a rapport with the interviewers.

5. Ask questions

Make the most out of the opportunity to ask us questions. This is your chance to get to know us as much as it is for us to get to know you. Come prepared with questions but also try to ask questions based on what you and the interviewers may have discussed during the interview.



Clerkship Networking Do's and Dont's

Andrew Longo Solicitor King & Wood Mallesons

Clerkship networking in a nutshell: Four things you should do, and more importantly, four things you should not to do while networking during the clerkship process.

The Dos

1. Research

Before you start interacting with a firm, do your research. You can't find out everything from their website, but try to get a flavour for what kind of work the firm does, what kind of people they look for, and what differentiates them. Not only will this show people that you have a genuine interest, but it will also give you a better idea of what firms you can see yourself at the most.

2. Take an interest

As stressful as the clerkship process can be, try to use it as an opportunity to learn more about the legal industry. Ask around to find out about what type of work different practice groups do, what interesting matters they have worked on, or even just the things they like about being a lawyer. Curiosity and a willingness to take in information is something that will make you stand out from the crowd.

You should aim to be polite, courteous and respectful in all your interactions with various firms - be it a coffee, networking event or even a phone call. Be conscious of the fact that you are entering a profession where professionalism is not just a "nice to have", but an expected attribute of every good lawyer. You're not expected to be the finished product yet - but take the care and effort to show that you can act appropriately in a professional setting.



4. Be Yourself

I often saw my friends and classmates assume a completely different persona when networking with members of firms during the clerkship process. Most of the time, it's really obvious if someone isn't being genuine. Remember that being authentic and true to yourself will be looked upon favourably. Technical knowledge can be learned and firms are often looking for people who can add to the dvnamic of their team.

The Don'ts

1. Don't lose sight of the bigger picture

It is easy to treat each interaction with a firm as a step towards the overall goal of getting a clerkship. And to some extent that is true - each time you have a chat or get a coffee with someone you will go towards influencing the firm's overall assessment of you. But don't lose sight of the fact that the firm's representatives are all human, they are all there to help you and they have all been through the process before. Allowing yourself to feel more comfortable around people from the firm will go a long way towards helping you leave a good impression.

2. Don't get overwhelmed by the process

It is no secret that the networking component of the clerkship process can be stressful in and of itself it's easy to feel like you are constantly on show, and that you are being judged on your every move. It's important to remember that the process is a great opportunity to meet people and make new friends as well.



3. Don't forget the people you meet

Just to clarify: you don't have to add every person you talk to on LinkedIn or ask them out for a coffee. But if you've met a member of a firm and you want to ask some more questions, don't be afraid to reach out to them. Showing good initiative can be a great way to leave a good impression.

4. Don't be too memorable (for the wrong reasons!)

I was once told that clerkships aren't usually won at a networking event alone, but in some cases they can be lost! Try to treat networking events as an opportunity to get to know the firm and meet new people, not to leave a good impression at all costs. Being professional, enthusiastic and positive about the process will allow you to get the most of the events you attend. King & Wood Mallesons refers to the network of firms which are members of the King & Wood Mallesons network. See **kwm.com** for more information.



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Making Connections During and After Networking Events



Kayleigh Grimwade Talent Acqusition Consultant Lander & Rogers

You meet someone at a networking event, and then what?

The benefits of a networking event may not be felt at the actual event, but in the weeks, months, and even years post event. The event itself is purely the beginning of a meaningful connection. This guide aims to support you in maximising the connections that you make at networking events.

Before the Event

When you receive the invite or see the event advertised, ensure that you RSVP with enough time. You want to avoid being the person with the handwritten name badge because you forgot to RSVP. Equally, if you do RSVP but your circumstances change, make sure to contact the organiser to let them know you won't make it. Industries can be very tight markets, and you want to ensure that they keep your name on the marketing list! Being a 'no show' can sometimes mean that you'll be removed from the future invite lists.

Do your research so that you know what the event's purpose is, who the speaker is (if there is one), and why you are there. Prepare your 'Elevator Pitch' by thinking about what you do, what you're good at, and what you're looking for.

I cannot stress this enough, but a good handshake is so important. If you are unsure as to whether you have a good handshake, practice and ask a friend for feedback — the last thing you want is to be the person with the limp handshake.

Finally, my recommendation is to take minimal personal items with you as you can never guarantee that there will be a cloakroom, and balancing shaking someone's hand whilst holding a drink

and taking a business card is already a circus act in itself, never mind when they start to bring out the canapés!

At the event

Some people can be a bit nervous about meeting new people, but everyone is in the room for the same reason — to make a connection. The best advice that I can give is to remember that everyone in the room is a human, with their own lives, sporting interests, a job, and maybe a pet, just like you.

An easy opener is to introduce yourself, ask the other person's name and where they work, or what their profession is. However, I have found my strongest connections have stemmed from going deeper than the surface level, and we have spoken about our upcoming holidays, where we do yoga, or our favourite restaurants in the area (this is something to bear in mind for a point that I will make later). People like to do business with people, which is why it is so important to be professional but personable and — as cheesy as it sounds — be yourself.

If you know multiple people at an event, don't feel rude or awkward to leave a conversation to circulate the room. By this, I don't mean to excuse yourself to get another drink and never return, as that is called ghosting! Finish your conversation by noting how nice it was to meet the person, and explain that you've just seen a peer that you'd like to say "Hi" to - and don't forget to ask your new connection for a business card.

Networking events often have tray upon tray of champagne glasses circulating the room remember, this is not 'pre-drinks', it's a professional event.



Of course, have the odd glass, but ensure that you drink responsibly and don't get too carried away with the free cocktails and canapés.

If you make a particularly great connection at an event, it is more than acceptable to continue your conversation after the event — on the odd occasion, I have ended up at dinner with the people that I've met at networking events. This is a sign that you have had a very successful networking event.

After the event:

Put simply, follow up.

Connect with the person on LinkedIn — you are given an option to add a custom line to your connection request, and I recommend popping in a short note. Great networks require a level of input to build, maintain, and to keep in contact. You could 'like' and 'comment' on LinkedIn posts, send the person articles or events that they may find interesting, or introduce the connection to other people that may benefit them. Often, we think about what we can gain from someone at a networking event, but what we contribute can bring about the strongest connections.

Earlier in this article I mentioned going beyond the surface level during conversations, and you can use these personal conversations to strengthen your relationship — if you see a promotion on a yoga studio that you spoke about, send it across! If a review of a restaurant that you discussed is on the Urban List, sent it over to them! Its these personal touches that make you stand out.

By maintaining great connections, I have built a strong network that I can call on years after an event. You never know where your career may take you so by maintaining strong connections you can ensure that you have a strong network of people from different backgrounds, industries, and specialities, that you can reach out to.







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Tips for **Clerkship Success**



Get to know the firms you are applying for

Going into clerkship applications, it's easy to assume the firms are all the same and a generic cover letter will do for every application. Often the detail you include about why you want to work at a particular firm is the one reason your application gets selected over another. Think about what will stand out when reading 500 applications from law students who all have similar experience.

Even a sentence or two explaining that your dual Science degree has led to an interest in one of the firm's biggest energy sectors, or that your exchange course in arbitrations has made you more interested in the firm's international work can make all the difference. Luckily, firms who are in a position to take clerks have a lot of marketing material on their websites which is helpful for determining their key practice groups and areas of interest.

You are also able to use resources such as Lexology and Fee Fie Foe Firm to search topical areas that firms have written about and filter your search to get the most recent articles. For news related to deals closing, big cases and lateral hires, consult Lawyers Weekly or the Australasian Lawyer to see what the firm has been up to lately. This can show some added commercial awareness, which is important to law firms as business advisors - and this can set apart an application really well.

Use your resources

You'd be surprised how many graduates and solicitors you know working at firms by the time you are in your penultimate year. Young lawyers will tend to welcome an email or a quick chat to discuss clerkship or graduate options at their workplace and give advice to future clerks at their firm. Graduates and solicitors are a great resource as they can draw on recent experience and can give the best insight about what the clerkship process is like at each firm.



Final year law students who have also just gone through clerkships are invaluable, and often your university will put on events where they can share their path to graduate employment.

Go to the careers events

These events may seem daunting, but it is easy to go with a friend also going through the process to meet the firm employees directly. It is a more time efficient, memorable way to get all the information and it will help differentiate the firms for your applications. Most law students don't realise they are interested in a firm until they have some oneon-one time with the firm's lawyers or HR, so these events are a great way to demonstrate your interest. A conversation is an easy way to make an impression before the application deadline, and you can get a better idea of whether the firm is for you. It can also be an ice-breaker at the interview having already met the HR professional or lawyer, and it can help establish a relationship.

Be detailed

We've all heard of the clerkship applications that get thrown out because they've put down the wrong address, misspelled "attention to detail" or used a competing firm's name by mistake. It's surprising how many people it happens to and how easy it is. While it may not be a dealbreaker, it's best to be safe and set aside a half hour for proofreading your applications. Maybe even get your parents or a friend to read them for good measure, if you have the luxury of time. For easy errors, be sure to run your Word documents through the spellcheck function as this will pick up a lot of typos and grammar mistakes that you might not have noticed. There are also now applications such as Grammarly that you can run your documents through to ensure that they read well.



Show personality in your application

Not everyone is a straight-7 student who spends their semester breaks in the library and that's fine. The more you think about the amount of applications that the firm has to review, the more you realise how important it is to include information that stands out. Including information about your second language, your internship in Greece or your photography hobby shows a balanced university life and gives you something to talk about in your interview. You might be lucky enough to get a partner who has also sky dived at Interlaken or skied at Whistler, but most often it will just give you something easy to talk about to distract from the fact you're supposed to be making an impression.



Tips for Writing Cover Letters

Clayton Utz

When applying for a seasonal clerkship with a law firm, the covering letter typically is the first part of the application reviewed. Everyone has their own style of writing, however here are some basic guidelines that you should consider when preparing your cover letter.

Preparation

It is important to plan and prepare what you would like to say. Make a note of the key points you wish to cover and consider the importance of each. You should begin your cover letter with the most important points. The clearer you are in your own mind about what you want to say, the more likely your communication will be easily understood by the reader.

The Purpose

Your cover letter should express your reasons for wanting to work at the firm as well as any practice areas in which you might be interested. Make sure that any practice areas you mention are relevant in the context of the firm to whom you are applying. If you are applying to a commercial law firm, you must be able to demonstrate a genuine interest in commercial law and in the particular firm. You can also include personal life experiences, achievements or extra-curricular activities as most firms look beyond simply academic results. It is also worthwhile mentioning language skills, travel experiences, volunteering experience, sporting commitments/achievements and other interests and hobbies. Think about what might make you stand out from other applicants.

Attention to Detail

Poor attention to detail leaves the reader with the impression that you have not invested time and effort in your application. Proof read your letter carefully!

Think about to whom the letter should be addressed. It is more personal to address your letter to the relevant person in the firm rather than using generic terms. You can find this information on either the firm's website or by making a quick phone call.

Also, be wary of cutting and pasting from one letter to another. A sure way to put off the reader is when they read you are keen to work for a different firm. Believe it or not, this still happens!

Format and Flow

- Use paragraphs wisely and break up sentences; if applicable use dot points or headings. Try to avoid large blocks of writing or very long sentences.
- Try to keep your cover letter to a maximum of one page.
- Ensure your letter flows and follows a logical sequence.
- Use clear, concise, plain English. There is no need to use convoluted or complex language in an effort to impress your reader with your vocabulary. A simple language style is easier to read and more likely to leave a positive impression.
- When using abbreviations, don't assume that the reader will understand what they mean. The first time you use an abbreviation, it is wise to provide the full words.

Remember to plan your cover letter, focus on the key message you are trying to convey and thoroughly proof read your cover letter. Good luck!

CLAYTON UTZ

CLERKSHIP PROGRAM

If you're a law student in your penultimate year, our Clerkship Programs will expose you to the fast pace of a full-service commercial law firm and show you the law in action. You'll be working under the guidance of some of the sharpest legal minds in Australia, on challenging, complex and high-profile transactions and matters. You'll be mentored by partners and lawyers who are leaders in their fields, in a firm where individuality is embraced and innovation actively encouraged.

GRADUATE PROGRAM

It's not just about wearing a suit.

There's always a gap between theory and practice, and post-university prospects can be daunting. How do you make the leap to working in the industry?

That's where we come in.

Once you've completed your studies, our national Graduate Program gives you the perfect foundation for your legal career. Our 2.5 week orientation program is designed to ensure that you'll hit the ground running. It consists of PLT+, local training and a national orientation week in Sydney.

Our rotations will help you discover different areas and find the right fit. From day one you'll be working on complex and sophisticated legal issues, and with our innovative learning and development approach, you'll get the support to become the best you can be.

You'll get...

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

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

Firm Profiles





GILBERT SMITH KING&WOOD MALLESONS MinterEllison

Allens

Level 37 101 Collins Street Melbourne VIC 3000

+61 3 9613 4000

www.allens.com.au/ yourcareer

Practice Areas

Banking & Finance

Competition, Consumer & Regulatory

Corporate

Disputes & Investigations

Intellectual Property

Projects, Real Estate & Development

Tax

Workplace Culture & Work Environment

Working together and working together well: there's an important difference. It's a given that we work on complex multi-jurisdictional projects across Australia and the world through our strategic alliance with Linklaters. But it's how we do it that makes us different. We work as one team, collaborating across practice areas and disciplines to solve complex problems and build great relationships. It's what makes Allens a great place to work.

Our people play a huge part in our success. We attract and develop exceptional talent and we welcome diversity and individuality. You'll be given opportunities to grow, learn and succeed, but it's up to you to make the most of them. We're well aware that your job satisfaction and our success go hand in hand. You'll be involved in high profile, complex work and we'll provide the very best training throughout your career. We'll reward your commitment to learning with the flexibility to drive your own career.



Firm Values

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

Diversity & Inclusion

Allens has a strong commitment to inclusion and diversity: we celebrate the contribution that different backgrounds and life experiences bring to our firm.

By being inclusive, we're able to harness the unique contributions of our people to help us connect with our clients, solve complex problems, innovate, attract and retain great people. Allens' inclusion and diversity strategy focuses on structural, behavioural and 'hearts and minds' opportunities across the key demographic pillars of:

- Gender
- Cultural/linguistic diversity
- LGBTI+
- Indigenous
- Carers
- Disability, and
- Social mobility

The strategy frames inclusion and diversity as a core business issue and aims to leverage inclusive strength; actively manage the talent pipeline; drive conscious talent management; and mainstream flexibility.

Chaired by our Managing Partner, Allens' Inclusion & Diversity Council supports the Executive Committee and Board in creating a diverse firm and inclusive culture. We also have a number of employee network groups – Women at Allens, ALLin (LGBTI+) and Reconciliation (RAP) – that promote inclusive behaviour and outcomes across the firm and into the community.

Allens > < Linklaters Arnold Bloch Leibler Advisers AcKenzie.





GILBERT HERBERT KING&WOOD MALLESONS MinterEllison

The Clerkship Program

3 Intakes 3.5 weeks in Nov/Dec 3.5 weeks in Jan/Feb 3.5 weeks in Jun/Jul

85 clerks per year

Contact

Miss Manreet Singh Graduate Resourcing Consultant

> student.careers @allens.com.au



Deadline 11 August 2019

Apply online

- Cover letter
- CV
- Academic transcript
- Cocktail event
- **One Interview**

What does the firm look for in a clerk?

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.

What type of work can a clerk expect to undertake?

You'll work with some of the most experienced lawyers in Australia and experience first-hand the type of work you could do as a lawyer with us. You'll get to work as part of a team on real matters for our clients. If you're driven, make the most of the opportunity and get to know our people, you'll thrive during a clerkship with us. Your development supervisor and buddy will be there to support you and help you grow. Our clerkship program is a stepping stone to bigger things. Many clerks go on to become graduates with us.

Our clerkships are designed to give students first-hand exposure to life as a lawyer at Allens. Our clerks get involved in work as soon as they arrive, working alongside lawyers and partners and their peers. The day-to-day tasks our clerks get are similar to those of a junior lawyer, including attending court hearings and client meetings.

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Ranked #1 Law Firm of the Year

GradAustralia's Top 100 Graduate Employers 2019

Find out more at allens.com.au/yourcareer

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- <u>@allenslegal</u>

in linkedin.com/company/AllensLawFirm







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The Graduate Program

Number of Rotations 2 12 month rotations

Number of Graduates

35

Offers Priority given to previous clerks



@AllensLegal

www.facebook.com/ allenscareers

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).

Great change is here.

Allens > < Linklaters

Are you ready?

This is a time of unprecedented change. At Allens, we're ready. With a legacy that spans 200 years, we've pioneered significant change. It's a part of who we are.

Our people go further to support our clients, using commercial insight and creativity to enrich long-standing relationships and build new ones. And we go further for each other and our community too. We're the kind of people you want to work with – generous with our time and ready to help. No matter what the future holds, we're in it together. With us, you'll be a step ahead. Great change is here. Are you ready?

Find out more at allens.com.au/yourcareer

Allens is an independent partnership operating in alliance with Linklaters LLP.

in

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Arnold Bloch Leibler

Level 21 333 Collins Street Melbourne VIC 3000

+61 3 9229 9999

www.abl.com.au www.abl.grad.careers

Practice Areas

Banking & Finance

Competition

Coporate & Commercial

Dispute Resolution & Litigation

> Native Title & Public Interest

Property & Development

Reconstruction & Insolvency

Taxation

Technology & Intellectual Property

Workplace Advisory

Workplace Culture & Work Environment

Arnold Bloch Leibler (ABL) is a premium Australian commercial law firm renowned for advising clients on their most significant legal matters: high-stakes transactions, litigation and commercial issues. Our standing within the legal profession has been built over more than 60 years. Many of the values, characteristics and defining gualities from the firm's early beginnings continue to shape the firm as it stands today. While our storied history is long, we are a modern firm. We see the law as an instrument of change, as a way forward. Our partners and lawyers are often at the center of law reform and regularly advise on landmark matters.

At ABL, we don't expect people to remain in the office at the end of the day for the sake of being seen. We want our people to enjoy their life outside work - after all it's our diversity of thought and experience that binds us, produces our collegiate culture and ensures our success. We support a variety of health & wellbeing events and initiatives, which include sponsoring fun runs and sports teams, providing fresh fruit daily, our fully subsidized gym membership, flexible work practices among many more.

Stand Out Features

ABL is well known for being the go-to firm when it matters. We pride ourselves on providing strategic guidance and solving complex problems related to our clients' commercial interests, legal position and reputation. This means that our legal staff are exposed to interesting and varied work where they can fully utilise their skills and potential. We do not try to be everything to everyone – rather, we strive for excellence in our chosen areas of expertise. We encourage our employees to bring their whole selves to work each day, recognising that diversity of thought, background and life experience all contribute to our distinctive culture and the solutions we deliver for each of our clients.



Typical Clientele

We offer legal advice and support to a diverse range of clients, however we are best known for advising entrepreneurial businesses (ASX-listed, family owned and international) and for our work with private clients. We also work with international corporations with interests in Australia and enjoy long-standing relationships with a select group of other professional advisors – including accountants, private equity firms, insolvency practitioners, private bankers and overseas-based specialist law firms.

Diversity & Inclusion

Our approach and longstanding deep commitment to diversity and inclusion has been, and will always be, a clear and significant aspect of the firm's culture and a key contributor to our enduring success. Our diversity initiatives include the following:

- Flexible work practices
- Gender pay equity
- Generous parental leave
- Recruitment representation
- Career progression opportunities
- Mentoring program
- Transition coaching for those returning to work following a period of parental leave
- Equitable Briefing Policy
- Public Support to encourage discourse on topics of diversity, and the advancement of legal rights through advocacy
- Policy information and education
- Cultural awareness training
- Unconscious bias and inclusive leadership training
- Test case litigation on a pro-bono basis on behalf of disenfranchised and disempowered minority groups



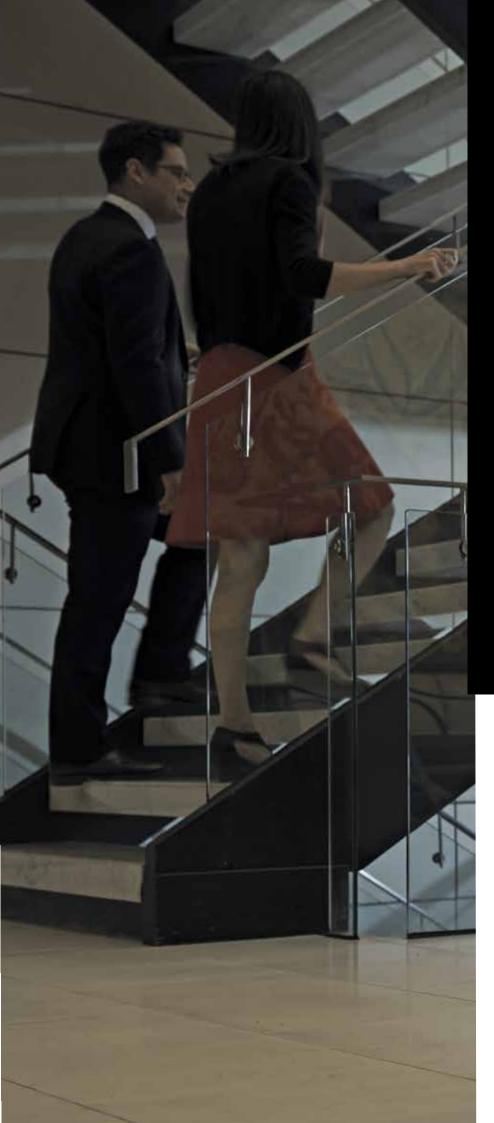
Pro Bono

Giving back to the community has always been one of our core values.

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

In 2016, ABL was identified by the Australian Pro Bono Centre as having made the largest contribution to community service of any law firm of any size in Australia. Our Pro Bono hours were nearly double the national average for law firms with more than 50 FTE lawyers, and more than double the voluntary target of hours per lawyer. This was recognized in 2017, when we were awarded the prestigious Lawyers Weekly Pro Bono Program of the Year for our unparalleled work with Aboriginal and Torres Strait Islander peoples, communities and organizations.

Pro bono work is an inherent part of the firm's DNA and we do it because it is the right thing to do. The firm is deeply committed to indigenous constitutional recognition and reconciliation.



Arnold Bloch Leibler Lawyers and Advisers

Great minds think differently

At Arnold Bloch Leibler, we believe great minds think differently. We believe success comes from investing in personal and professional growth. That's why we've stepped outside the square to provide a unique in-house graduate training program.

For information about our seasonal clerkship and graduate recruitment programmes, visit our careers page **www.abl.grad.careers**





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The Clerkship Program

3 Intakes 4 weeks in Nov/Dec 4 weeks in Jan/Feb 4 weeks in Jun/Jul

45 clerks per year

Contact

Havley Brown Human Resources Consultant

hbrown@abl.com.au



Apply online

- Cover letter
- C٧
- Academic transcript
- One interview
- Post interview coffee with a junior lawyer

What does the firm look for in a clerk?

We look for exceptional people who are seeking, and can provide, something extraordinary. We value good grades and intelligence, as well as life experience, lateral thinking, imagination and a passion for the law. Work experience and extra-curricular activities show your ability to manage your time. We look for people who know how to use initiative and accept shared responsibility for their career development. The other personal qualities we consider are a willingness to learn, sense of humour and preparedness to assume responsibility.

What type of work can a clerk expect to undertake?

Essentially, our clerkship program is a condensed version of our graduate experience – you'll be immersed in our culture, be given real work, real responsibility and real contact with partners and clients in meetings, calls and court hearings.

What other opportunities are offered to clerks?

During your clerkship, we arrange a number of extra-curricular activities such as dinners with our current grads and lunches with different groups across the firm (including a team lunch, firm-wide legal staff lunch and a special partner lunch).

A recent addition to our clerkship program includes a day out with one of our clients. We find that this unique experience connects the dots for clerks to see and meet the people that lie at the heart of the firm's identity. It also provides the opportunity to hear from our clients about why they have chosen ABL and what they're looking for when they come to us for legal advice.







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The Graduate Program

Number of Graduates

20 - 25 across Melbourne and Sydney

> Offers Priority given to previous clerks

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When you join ABL as a graduate, you will immediately experience our firm's point of difference.

From your very first day, you will work alongside thought leaders in the profession on important and complex cases that will provide opportunities to flex your thinking, offer direct input and gain indepth knowledge. Your opinions will be respected and you'll be given autonomy to progress matters. Your contribution will be valued and you will be supported in your personal and professional growth.

At ABL, we are very proud of our in-house graduate training program. Our grads don't go off to PLT (Leo Cussen or College of Law) - instead they learn from our best and brightest partners and senior associates from around the firm, who are leaders in their respective fields. The SLT (supervised legal training) program is run to be practical, engaging and designed to upskill our lawyers for practice.

The training program is a real point of difference, and something our graduates genuinely enjoy about their overall graduate experience. Training is scheduled (usually) once a week. This means that you aren't away from the office for long periods of time, and can be involved in matters throughout the duration of your graduate year.

If the idea of rotations makes you dizzy, our single practice group experience provides you with not only a breadth of experience but also the depth of investment in your development. For instance, a placement in our commercial group will see you exposed to joint ventures, share sale agreements, equity capital markets, takeovers and much more. The placement means you'll be treated as a permanent member of the team and have genuine investment in your development - being immersed in current matters, be exposed to clients, and make a real and meaningful contribution.

However, we're a no-nonsense firm, we touch base with our graduates regularly, and we're focussed on helping you develop your skills quickly, both in terms of quality and breadth. We also really want you to find your best fit - because that's where you'll thrive. We have an optional 6 month rotation system where at the six month mark, we'll engage with you to consider rotating to another practice group. We won't force you to move, but we'll give you the option, and help you to decide.





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Practice Areas

Mergers & Acquisitions

Infrastructure

Environment & Planning

Native Title

Employment

Intellectual Property

Technology, Media & Telecommunications

Dispute Resolution

Global Loans

Insolvency

Workplace Culture & Work Environment

Open-minded, friendly, considerate - as people and as a firm we're good company. There's something about how we are with each other that leads naturally to collaboration. Actually, let's go further: working together is how we thrive. We're a community; and we want you to feel part of it. Don't be fooled: this isn't the place to come for an easy ride. Performing at a high level is important to everyone here, and that can mean working long hours, under pressure and to tight deadlines. We ask a lot of ourselves. We also give a lot to each other. Support is everywhere – from structured training, supervision and honest feedback. On a personal and professional level, whether you're a partner or a graduate you know there's someone who cares about your wellbeing as well as your billable hours.

Typical Clientele

We work with a range of prestigious, exciting and complex clients in every part of the globe. Our objective is to partner with our clients, to be clear about what is important to them, and to understand how we can assist each of them to succeed in an increasingly competitive and challenging market.

Our network of offices enables us to deliver a seamless service of consistent quality, regularly supporting our clients on multijurisdictional transactions as well as locally.

We work with clients across many sectors, with a particular focus on resources and infrastructure, financial institutions and funds, new economy and various major corporate clients from other industries.

It is important to us to be innovative in our approach to client service and matter management. We are always challenging ourselves to deliver commercial, high-quality service and advice with great efficiency, by putting ourselves in our clients shoes.



Stand Out Features

With our technical expertise, local knowledge and international network, we deliver an experience for our clients that other professional service providers find hard to match. We are committed to being a sustainable global law firm, having positive impacts for our clients, employees, profession, the environment and the communities in which we are based.

Diversity & Inclusion

We aim to be renowned internally and by our peers for diversity. A commitment to best practice in diversity and inclusion will facilitate the achievement of our long-term business strategy and leverage the people and culture which are our key strengths. The Diversity and Inclusion Advisory Group is chaired by the managing partner and advises the board and executive team on implementation of the firm's diversity and inclusion strategy. The partner members are drawn from across practice areas and global regions to ensure a representative range of views. They work closely with the diversity team to review action plans, advise on areas of priority and ensure that the board and executive team are fully engaged in the firm's diversity programme. The main areas of focus include:

- Gender
- LGBTI
- Disability and Resilience
- Multiculturalism



Pro Bono

We are committed to creating a leading pro bono practice on a global scale. We consider pro bono as a stand-alone legal practice. This results in quality legal services for our pro bono clients. These legal services are provided in accordance with our established pro bono criteria which states that pro bono is the provision of legal assistance free of charge:

- to disadvantaged and marginalised people of limited means;
- to non-profit organisations and social enterprises assisting people who are disadvantaged and marginalised, where payment of legal fees would unreasonably deplete the organisation's economic resources; and
- in matters for the public good or of broad public or community concern.

Our global pro bono and corporate responsibility partner, Sarah Morton-Ramwell, aims for each of our offices to operate a leading national pro bono practice. Sarah also recognises the importance of taking on cross-border pro bono projects which enable our offices to work together to tackle global and regional social justice issues. Alongside our pro bono legal work, we also play an active role around the world in supporting the development of local pro bono culture, infrastructure and collaboration.

make the difference

to your career, clients and community

Aim beyond pure legal knowledge. Beyond commercial advice.

Be known for something more: a clarity of thought and an instinct for problem solving that can influence governments and leading businesses the world over. Join us and we'll help you enrich and expand your worldview, grow your skills and influence new ways of thinking. In other words, we'll help you make the difference.

Begin now at ashurst.com/careers

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The Clerkship Program





Contact

Tara Isaac Human Resource Consultant

tara.isaac@ashurst.com

Deadline 11 August

Apply via online

2019

- **Online** assessments
- One behavioural based interview

What does the firm look for in a clerk?

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

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

What type of work can a clerk expect to undertake?

You can expect to be involved in a wide variety of work and activities during your clerkship ranging from drafting, research for client advice, preparing file notes and case summaries to assisting with pro-bono matters and research projects.

How can a clerk stand out during the program?

There are many ways in which you can impress us in your application. Accuracy, clarity and honesty are a must but above all, we want to know the real you. For the interview process, be genuine and be prepared.



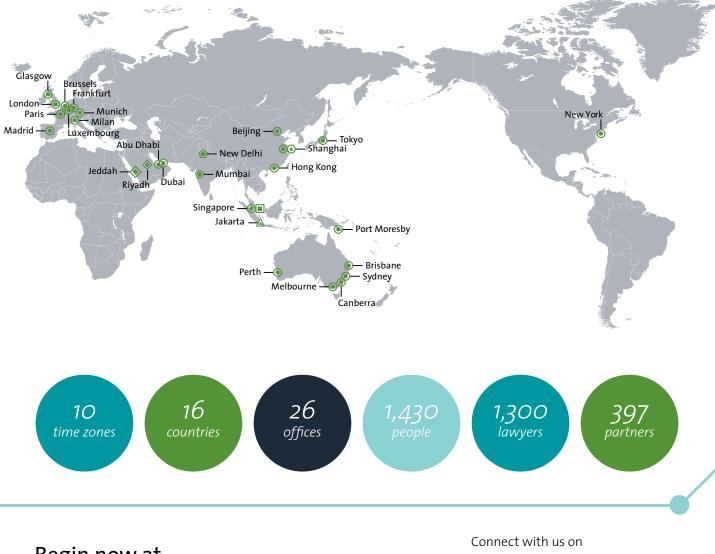
What other opportunities are offered to clerks?

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

Make the difference at Ashurst

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.



You Tube

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Ashurst around the globe

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The Graduate Program

Number of Rotations 3 6 month rotations

Number of Graduates 20

Offers Previous clerks only

@ashurst_official

Variety is key to developing the kind of expertise that will set you apartthrough both the training you receive and the experience you gain.

A thorough induction will kick off our programme, introducing you to all the resources you'll need to support your work and training. Over the course of the 18-month graduate programme, you'll enjoy a mix of classroom and on-the-job experience.

In collaboration with you, we plan three rotations of six months each and review that plan at regular intervals. Each rotation starts with a handover and training, complete with technical expertise, so you know exactly what to expect.





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Baker McKenzie

Level 19, CBW 181 William Street Melbourne VIC 3000

+61 3 9617 4200

www.bakermckenzie.com/ en/locations/asia-pacific/ australia

Practice Areas

Banking & Finance

Mergers & Acqusitions

Capital Markets

Private Equity

Commercial Real Estate

Construction

Dispute Resolution, Litgation & Insolvency

Employment & Industrial Relations

Energy, Resources, Infrastructure & Corporate

Environmental Markets

IPTech

Workplace Culture & Work Environment

At Baker McKenzie, we are different in the way we think, work and behave. Our story is one of imagination, determination and hard work. Like no other law firm, we were born global, so thinking and working globally is embedded in our culture. For 70 years, our people have helped nurture our unique global organisation. We have followed clients into new markets, each time establishing offices driven by local lawyers and talent. Our growth has been organic, giving us a strong, common culture that runs through our firm and a unique understanding of the challenges of the global economy.

We have an unrivalled ability to provide training and secondment opportunities across our global network. And we have an inclusive culture of learning, coaching and opportunity, where you work in small teams on matters that cross borders.

Many of our seasonal clerks, graduates and lawyers say the reason they join us is because of our people and culture. In Melbourne, the size of our office enables everyone to get to know each other - plus we have the benefit of a strong global connection to our other offices, offering something unique and special to our people. Our people are genuinely friendly and diverse, and enjoy coming to work everyday. Our social and sports committee contributes to the firm's social glue offering regular firm drinks, events and sporting activities. We also offer a range of social and financial benefits (including travel insurance for you/your immediate family, massages, discounted movie tickets, study assistance, corporate discounts, etc.).

We are also committed to ensuring our employees have a healthy work/ life balance which means fostering flexibility in our workplace. Our 'bAgile' initiative offers our employees a wide range of flexible and agile work arrangements.



Firm Values

Quality and excellence together with integrity, honesty, teamwork and responsiveness are some of Baker McKenzie's key values and are central in us delivering outstanding service to our clients.

In addition, the values which make Baker McKenzie a unique place to work include: our passion for being global, our culture of friendship, our commercial pragmatism, our support for entrepreneurship, our commitment to development, our focus on contributing to the community, and our genuine focus on maintaining a diverse and inclusive environment for all of our people.

Baker McKenzie is strongly committed to diversity, inclusion, workplace flexibility and equal opportunity within Australia and globally. As the first truly global law firm, Baker McKenzie's origins are rooted in the respect for, and appreciation of, difference. Since our beginning, we have understood that people of different backgrounds and with multiple viewpoints enable us to work fluently across borders, cultures, and practices, getting the best possible solutions for our clients.

Our award winning diversity strategy and initiatives focus on five areas, in which all employees can participate:

- BakerWomen gender equality and supporting the progression of women;
- BakerDNA ethnic, indigenous and cultural diversity;
- BakerBalance supporting carers and parents, mental health and wellbeing, and workplace flexibility;
- BakerLGBTI & Allies lesbian, gay, bisexual, transgender and intersex diversity; and
- BakerIndigenousEngagement commitment to engagement with our Aboriginal and Torres Strait Islander community.

Typical Clientele

At Baker McKenzie, we attract market-leading clients, and challenging cross-border, local, and industry-focused work. We understand our clients' businesses, industries, and strategic objectives. Armed with this knowledge, we work with our clients to overcome the challenges of competing in the global economy. We are The New Lawyers for the New World.

Our clients include nearly all of the world's largest public companies and more than three-quarters of the Fortune 500. For more information on our clients and the key matters we have worked on, please visit our website: https://www.bakermckenzie.com/en/newsroom.



Stand Out Features

Baker McKenzie's key difference is that, unlike other firms, we were 'born global'. Our practices and culture are well-established and integrated globally, which is why many clients and lawyers choose to work with us.

We also have a global approach to development. Because we've been global from the beginning, we have well-established regional and global programs and a deeply embedded culture of knowledge sharing, support and mentoring within and across offices.

Our global development roadmap, the 'Development Framework', clearly explains what success looks like at each career stage at Baker McKenzie. It shapes the way we recruit, select, develop, manage and promote our lawyers. For you, it means always having a clear career roadmap, empowering you to plan and drive your development – formally and on the job – at every stage.

Our lawyers benefit from an Australian professional development curriculum based on the Development Framework – from black letter law to practice-specific skills and knowledge development at the local, regional and global levels.

Our lawyers also attend regional/global training and events/conferences relating to their practices to help develop networks and legal skills. Further, they attend regional transition programs at each career stage which provide development in the key skills our lawyers need – like people leadership, business development and project management – and which enable them to foster relationships with international peers at the same career stage. Recently, programs have been held in Bangkok, Hanoi, Ho Chi Minh City, Hong Kong, Kuala Lumpur, Manila, Singapore, Taipei and Tokyo.

We also provide our lawyers with opportunities to attend USA summer school courses and scholarships for full-time legal study overseas.

In addition, the Firm offers opportunities for our lawyers at varying stages of their career to work directly for clients or with our other offices in the Asia Pacific region and globally. In the past, we have placed international clerks and lawyers in London, Amsterdam, Frankfurt, Paris, Stockholm, Chicago, Washington DC, New York, San Francisco, Toronto, Rio de Janeiro, Hanoi, Ho Chi Minh City, Hong Kong, Kuala Lumpur, Manila, Taipei, Singapore, Shanghai, Bangkok, Tokyo, Jakarta, Myanmar, and of course, we have had lawyers across our network come to work with our Melbourne office too. In fact, we currently have an Associate from our Singapore office working in our Banking & Finance team!



Pro Bono

Pro Bono and Community Service initiatives are an integral part of Baker McKenzie's mission. Our Pro Bono, Community Service and Corporate Social Responsibility programs aim to inspire staff to make a difference and collaborate with clients who share the same commitment to social justice.

Baker McKenzie is a signatory to the National Pro Bono Aspirational Target of at least 35 hours of pro bono legal work per lawyer per year. Our lawyers undertake a range of pro bono legal work for disadvantaged clients and not-for-profit organisations. Some of our work includes: assisting victims of domestic violence seek compensation; representing asylum seekers in court who are seeking judicial review of decisions relating to their refugee status; assisting asylum seekers prepare their statements in support of protection visas; helping the elderly, seriously ill clients and young people exiting the child protection system with their legal affairs; working with various organisations to prepare submissions and advocacy papers to support law and policy reform; and presenting legal workshops to vulnerable and at risk youth. Our pro bono work also extends globally.

Baker McKenzie staff also have the opportunity to participate in a variety of community service initiatives, including the LEAPS literacy and mentoring program in Sydney and MacChat program run by the Peter MacCallum Cancer Centre in Melbourne. Our employees can also join their office's Community Service Committee which is responsible for organising awareness and fundraising for our nominated charities throughout the year.



The Clerkship Program

3 Intakes 4 weeks in Nov/Dec 4 weeks in Jan/Feb 4 weeks in Jun/Jul

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Contact

Natalie Mascarenhas Talent Management Consultant

natalie.mascarenhas@ bakermckenzie.com



Deadline 11 August 2019

25

clerks

per year

Apply via website

- Cover letter
- Details of work experience, extracurriculars & interests
- Academic transcript
- One Interview
- Cocktail event

What does the firm look for in a clerk?

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

In our interviews, we want to get to know all about you – your experiences, your interests, your achievements, your strengths and your abilities. We also want to know why you want to work with Baker McKenzie. To that end, our interviews are a mix of 'getting to know you' questions and 'behavioural' questions, so that we can get to know you and you can make the best impression.

What type of work can a clerk expect to undertake?

At Baker McKenzie, we aim to give our seasonal clerks the opportunity to experience life as a junior lawyer with our firm.

Right from the start, our clerks get involved in real work and are given real responsibility, just like our graduates/junior lawyers. You will be exposed to our Australian and international clients through client meetings and telephone calls, client events and shadowing, and you will often have the opportunity to deal with clients directly.

More specifically, the type of work that clerks get involved in includes drafting correspondence, preparing court documents, drafting advices or agreements, document review tasks, attending court/mediations, attending meetings with counsel, attending meetings with expert or other witnesses, attending settlements, preparing client alerts and undertaking research tasks.

Our clerks also have the opportunity to participate in community service initiatives and pro bono files.



What other opportunities are offered to clerks?

Seasonal clerks complete a placement in one of our specialist areas.

You will be supported at every stage by our Graduate Team in Talent Management who will facilitate a comprehensive development program for you, starting with induction and skills development (including library/research sessions, technology training, drafting sessions, and sessions relating to business communication, networking and other skills crucial to ensuring you have a successful clerkship). You will also develop practical and legal skills through our national learning program for junior lawyers and by attending workshops specifically designed for seasonal clerks, as well as firm-wide sessions on a range of legal and non-legal topics.

Once you commence in your practice group, you will work closely with lawyers of all levels and will be guided by a supervising Partner and Associate 'buddy'. With the Firm's strong culture of mentoring, you will receive coaching and feedback throughout your clerkship experience. We will also provide you with opportunities to enable you to network with colleagues around the Firm – through our 'speed networking' program, practice group briefings, social events with your buddy/our Partners/lawyers, our end of year party, our annual lawn bowls event and our end of financial year party.

After completing your clerkship, we offer seasonal clerks the opportunity to apply for casual Research Clerk and Paralegal positions. This is a useful way to gain more practical legal experience and stay in touch with the Firm after your clerkship. In addition, seasonal clerks who accept a graduate role with the Firm are eligible to apply for an 'International Clerkship', with the opportunity to work in one of our overseas offices in the year following their seasonal clerkship.

How can a clerk stand out during the program?

The clerks who have ultimately succeeded during a clerkship and in securing a graduate position have, of course, performed strongly – displaying excellent legal and technical skills. But they have also displayed commercial acumen and awareness, strong communication and interpersonal skills, enthusiasm and a great attitude, the ability to use their initiative, a client-service focus, and a genuine interest (and excitement!) in working with us. They have also made an effort to be a part of Firm life – attending social events and professional development sessions – and have made an effort to get to know our people.

Baker McKenzie.

Your journey to a world-class career begins here

Baker McKenzie is Australia's first global law firm. We've been developing global lawyers in Australia for more than 50 years – each started out as a law student, just like you.

Become a world-class lawyer. Join the firm that was born global.

www.bakermckenzie.com/australia#careers







Ready to explore our world?

Natalie Mascarenhas +61 3 9617 4349 natalie.mascarenhas@bakermckenzie.com Allens > < Linklaters Arnold Bloch Leibler Advisers Activers and Advisers Activers





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The Graduate Program

Number of Rotations 3 4 month rotations

Number of Graduates 8 - 10

> Offers Priority given to previous clerks



www.facebook.com/ bakermckenzieaustralia When you join Baker McKenzie as a graduate, we know you want to be working with clients on real work right from the start, so we support you to hone your skills and develop your experience as quickly as possible. We also pair each graduate with a supervising Partner and an Associate "buddy" in each rotation to maximise on-the-job and formal learning.

We work with each graduate to create a tailored development plan targeting five areas — legal knowledge and expertise, planning your career, business development & client service, people & selfmanagement and the business of law. To help you reach your goals, we offer targeted learning opportunities - from seminars on core legal topics to practical skills development in areas such as drafting and presenting.

We work hard to facilitate your on-the-job learning and the many ways it happens — through informal mentoring relationships, client secondments, involving you in global teams working on international deals or supporting you to run your own files for our award-winning Pro Bono Program. We support your professional development by covering the costs of your Practical Legal Training, admission and practising certificate.

We also bring graduates from our Sydney, Melbourne and Brisbane offices together for various training programs to help our people foster networks across the Firm.





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Clayton Utz

Level 18 333 Collins Street Melbourne VIC 3000

+61 3 9286 6000

www.claytonutz.com/ graduates

Practice Areas

Banking & Finance

Commercial Litigation

Competition

Corporate, M&A

Environment & Planning

Forensic & Technology Services

IP & Technology

Major Projects

Public Sector & Government Services

Real Estate

Restructuring & Insolvency

Tax

Workplace Relations **Employment & Safety**

Pro Bono

Stand Out Features

It always starts with people. At Clayton Utz, we've built a team of down-to-earth, collaborative lawyers. We offer sharp legal minds and clear advice, and exceptional client service. This offers our graduates the opportunities to work on cutting-edge, complex transactions and litigation with lawyers who are recognised as leaders in their fields.

We also provide first-class training and development to support our lawyers. As the top pro bono law firm in Australia, and one of the top in the world, clerks and graduates will also have the chance to contribute to our pro bono practice and help make a difference to the individuals and organisations it supports. Lawyers are expected to conduct pro bono work and this is part of their performance review.

Workplace Culture & Work Environment

Our people come from a wide range of backgrounds and have different skills, interests, personalities and capabilities. We are committed to an inclusive culture in which all of our people are recognised for their unique contributions and are encouraged and supported to achieve their full potential.



Typical Clientele

Australia's most client focused law firm – that's how we want our clients to think of Clayton Utz. We do this by focusing on the relationships we build. This means being responsive, listening to our clients' needs, understanding their business structures, goals and objectives, and providing practical, commercially driven advice – every time.

Our client base includes a number of the top 100 Australian companies as well as over 250 Federal and State Government Departments, Agencies, and organisations.

We pride ourselves on the reputation we have built for legal innovation and excellence, driven by our goal to give our clients creative commercial solutions. This has seen us appointed to some of the most significant deals and litigation across Australia and the Asia–Pacific region, where our reach spans multiple disciplines, markets and industries.

Firm Values

Our culture is founded on the behavioural values of trust, respect and co-operation and our foundation value of highest ethical standards. They underpin everything we do. It affects the way we approach each other and our work, our service to our clients and our community involvement.



Innovation

Clayton Utz has a strong innovation strategy and innovation program, which includes the incorporation of technology into legal services. The firm's aim is to be a law firm of the future that instils an innovation mindset through market scanning, problem solving, using leading technology (including AI – Artificial Intelligence), challenging the status quo, and a partnership ecosystem. Our Director of Innovation, Brad Vann heads up the innovation team. There are many opportunities for our seasonal clerks and graduates to be involved in our innovation program.

Pro Bono

Pro bono is a fundamental part of Clayton Utz.

Our pro bono practice has always been about access to justice. We act for low income and disadvantaged people who cannot obtain Legal Aid, and for the not-for-profit organisations which support them, no matter where they are in Australia.

Clayton Utz is serious about pro bono best practice. We were the first large Australian law firm to establish an in-house pro bono practice; the first to appoint a full-time pro bono partner; and the first to sign the National Pro Bono Target. Since 1997, our commitment to pro bono has helped to shape what it means to be a leading Australian law firm.

In 2015, we became the first law firm in Australia to provide 500,000 hours of pro bono assistance (and counting). We have achieved this by focusing on our clients' needs; collaborating with the legal assistance sector and other pro bono colleagues; and making pro bono work part of each of our lawyers' everyday practice.

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.

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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

Staying true to your direction is what

STAY TRUE.

Allens > < Linklaters Arnold Bloch Leibler Advisers AcKenzie.





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The Clerkship Program

2 Intakes 4 weeks in Nov/Dec 4 weeks in Jun/Jul

> 40 - 50 clerks per year

Contact

Alison Tassiou Graduate Resourcing Consultant

03 9286 6955

careers@claytonutz.com



Deadline 11 August 2019

Apply online

- Cover letter
- CV
- Academic transcript
- One interview

What does the firm look for in a clerk?

We're looking for people who are personable, practical, commerciallysavvy, 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.

What type of work can a clerk expect to undertake?

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

- legal research
- writing clients' memos/ letters
- attending client meetings with lawyers •
- attending court with lawyers
- pro bono work
- liaising with internal colleagues
- assisting with the preparation of matters for hearings



What other opportunities are offered to clerks?

Clayton Utz has a strong learning and career development program for our graduates and all lawyers at the Firm, including an excellence program at every stage of your legal career to assist you in preparing and gaining new skills for the next stage of your career.

We have a domestic mobility policy to support employees who want to move to other Clayton Utz offices, permanently or temporarily.

We also have secondment programs with various leading law firms around the world that see Clayton Utz lawyers living and working in London, New York, Tokyo, Hong Kong and India (CU Abroad program).







GILBERT SMITH KING&WOOD MALLESONS MinterEllison

The Graduate Program

Number of Rotations 3 6 month rotations

Offers

Priority given to previous clerks

www.linkedin.com/ company/clayton-utz



www.facebook.com/ ClaytonUtzCareers

It's not just about wearing a suit.

No matter how good your law degree, there's always a gap between theory and practice, and finishing university can be daunting. How do you make the jump to working in a commercial law firm?

That's where we come in.

Once you've completed your studies, our national Graduate Program gives you the perfect foundation for your legal career. Our 2.5 week orientation program is designed to ensure that you'll hit the ground running. It consists of PLT+, local training and a national orientation week in Sydney.

Our rotation program means you'll discover different areas and find the right fit. From day one you'll be working on complex and sophisticated legal issues, and with our innovative approach to learning and development, you'll get the support you need to become the best you can be.

With our Graduate Program you'll get...

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

As a junior lawyer, your enthusiasm is in overdrive. Everything is interesting. You have a million questions for everyone. You want to be the best. And for me, I wanted to be the best lawyer and leader I could be.

Right now I'm a corporate and tax lawyer, buying and selling companies, structuring investments and having the occasional battle with the ATO.

So, a little while after I started at Clayton Utz, I joined the social committee. A powerful assembly fuelled by lunchtime pizzawielding lawyers making important decisions like choosing the Christmas party theme. They knew I liked pizza, but had no idea I was gay. You see, I wasn't out at work yet and this became a genuine source of anxiety for a good two years.

But In May 2015 this all changed...

To listen to Luke's full story, go to:

claytonutz.com/graduates

E DO.

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.

STAY TRUE.





Stand Out Features

GILBERT SMITH MALLESONS MinterEllison

Corrs Chambers Westgarth

Level 25 567 Collins Street Melbourne VIC 3000

+61 3 9672 3000

www.corrs.com.au/careers/ graduates

Practice Areas

Corporate / M&A

Commercial Litigation

Class Actions

Projects

Intellectual Property

Competition

Employment & Labour

Restructuring, Insolvency & Special Solutions

Arbitration

Property & Real Estate

Environment & Planning

Banking & Finance

Tax

Financial Sponsorship Group

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Energy & Natural Resources

PNG

Corrs is a firm that thinks strategically, not just in its legal work, but also for the firm's future and the success of its people. Corrs is known for its clear vision and ability to develop and implement strategy, as well as its lawyers' ability to help clients achieve their business goals. Corrs' culture of performance excellence drives this achievement and can be seen in our mentoring, coaching and comprehensive learning and development programs, both formal and informal. We draw on the best expertise in Corrs' own lawyers as well as external specialists to make sure our people never stop learning. The combination of these factors creates a firm that celebrates its independence, is open to new ideas, has the courage to think and act differently from the rest of the market, and thrives on new challenges and opportunities.

Our people thrive on this, too. We call it the inspiring workplace.

Workplace Culture & Work Environment

Flexibility in the way we work is part of our Diversity agenda. We recognise the needs of our people at different times of their lives and career, regardless of gender or age. Such flexibility is critical to a firm that is connected, agile and responsive.

Our Flexibility@Corrs program supports a range of flexible work arrangements including flexible hours, working part time, working remotely and additional leave. The firm is committed to mainstreaming flexibility for women and men at Corrs. Our goal is to increase understanding and commitment to flexibility so it becomes standard business practice, embedded into our workplace culture.



Typical Clientele

We are excited to work with some of the biggest organisations in the world on their most important matters.

Our clients include more than half the top fifty ASX listed companies, some of the largest privately owned companies in Australia and a number of global Fortune 500 companies like Johnson & Johnson, General Electric, Wesfarmers, Microsoft, and Pfizer.

We work with well-known organisations like McDonald's, Vodafone Hutchison, ANZ, BG Group, Mirvac, Woolworths and Carlton United Breweries, mining giants like BP, Woodside and Fortescue Metal Group and leaders in finance like NAB, and CBA. Corrs advises major digital players including REA Group, Facebook, LinkedIn, Adobe and Amazon. We also work with governments, Federal and State, on significant matters including the \$43b National Broadband Network Project.

We work on big deals, too. Like advising one of Australia's biggest resources project, Japan's Inpex Browse Limited's \$24b Ichthys Gas Field Development Project.

We were Australian counsel for US talent agency William Morris, which represents stars like Lady Gaga and Oprah Winfrey, when it acquired 49 percent of industry-leading global creative agency, Droga5.

And we advised Murray Goulburn Co-operative Co. Limited (Devondale) to secure a landmark 10 year, \$2b milk supply agreement with Coles that will deliver a better return for farmers.

We also protect a long list of famous international brands including Quiksilver, Hermès, Cartier, Ferrari, Versace, Louis Vuitton, Gucci and Moet & Chandon.

The variety is endless.



Innovation

At Corrs, we're committed to finding innovative solutions that help drive the success and competitiveness of our clients, our firm and our people.

We strive to pioneer new ways of working within the legal industry by constantly evaluating market opportunities, technological advancements and partnerships that improve efficiency, add value and enhance client experience. We have won numerous accolades for our innovations and in 2017 were named as one of the most innovative law firms in Australia and the Asia Pacific by the Financial Times.

Corrs is committed to 'open innovation', which means that we regularly partner with third parties to deliver better outcomes than either of us are capable of on our own, and also open up our advancement to the market. This approach benefits not just our clients, but the legal profession (and at times other sectors) more broadly.

Firm Values

- **Generous of Spirit:** We respect and care for each other, our clients and our communities. We value difference. Trust and integrity are at our core. We build the firm today for tomorrow.
- **Connected:** We build long lasting relationships with and for our clients. We work across boundaries for the benefit of our clients and our people.
- **Pioneering:** We encourage insights that provide an edge for clients. We learn from experience. We will disrupt to create advantage. Change doesn't scare us - we expect it, create it and work with it.
- **Agile:** We think and act quickly when we need to. We take ownership and get things done.
- **Team Players:** We treat each other with civility and respect. We work together to solve problems. We rely on each other to deliver excellent performance all the time, not just some of the time. We encourage diversity of thought.
- **To the Point:** We communicate openly and honestly with each other and our clients. We provide commercial and decisive advice to clients. We offer practical solutions: no fence- sitting, no spin.
- World Class: We aim to be recognised as the benchmark of excellence within the global legal sector. We know what we are doing. We are relentless in the pursuit of success for our clients, our people, the community and the firm.

Be exceptional.

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

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

WWW.CORRS.COM.AU/GRADUATES

CORRS CHAMBERS WESTGARTH lawyers







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The Clerkship Program

3 Intakes 3 weeks in Nov/Dec 3 weeks in Jan/Feb 3 weeks in Jun/Jul

clerks per year

Contact

Marianne Saliba People & Performance Consultant

marianne.saliba@corrs.com. au



Deadline 11 August 2019

45

Apply online

- One interview
- Briefing breakfast

What does the firm look for in a clerk?

Corrs is a place that celebrates individuals. We're looking for exceptional, determined graduates who think big and like doing things a little differently. In exchange for your energy and commitment we'll provide extraordinary learning and work opportunities here and on an international stage.

We don't look for a Corrs 'type' when we interview potential graduates. Corrs people are individuals, but they do share some traits.

Because this is a high performance organisation, Corrs people are good at what they do. They are able to work in a team and bring out the best in the people around them. They want to achieve the best results for the client as well as the firm and they take pride in their work and achievements. Corrs people like to find new ways of doing things and aren't afraid to be independent and bold in their actions.

This is a firm with a sense of purpose, so we'll probably look for that in you, too.

What other opportunities are offered to clerks?

It's not all about work! At Corrs we encourage staff to be socially active and participate in social and sporting events as well as learning and development activities.

Some of our activities include our netball teams, soccer teams, pilates sessions, friday night drinks, family days and school holiday programs, trivia nights, end of financial year party and christmas party.

We also organise a night out for our clerks to get to know our graduates!



What type of work can a clerk expect to undertake?

The 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.

You'll have the opportunity to work with some of Australia's leading lawyers on high-profile work for major Australian and international clients across all industries. You'll soon discover the standards of quality and commitment to clients required to succeed at this level. You'll be exposed to a broad range of interesting matters. You may also conduct research, review and present documents, as well as attend client meetings, mediations and settlements. The variety is enormous, so it's the perfect way to discover the firm and the area of law that excites you most.

How can a clerk stand out during the program?

By demonstrating exceptional work, enthusiasm and teamwork.

Be exceptional.

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

> CORRS CHAMBERS WESTGARTH lawyers

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

From your first day at Corrs you will have the opportunity to accelerate your career in a high-performing and supportive

WWW.CORRS.COM.AU/GRADUATES







GILBERT SMITH SMI

The Graduate Program

Number of Rotations 3 1 x 6 month rotation 2 x 5 month rotations

Number of Graduates 15 - 20

> Offers Priority given to previous clerks



www.linkedin.com/ company/corrschambers-westgarth

www.facebook.com/ Corrslaw

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; structured learning; mentoring; and regular feedback.

Supervised by partners, you will complete one six-month rotation and two five-month rotations through a variety of practice areas including corporate advisory/M&A, financial sponsorship group, banking & finance, restructuring, insolvency & special solutions, commercial litigation, class actions, employment & labour, intellectual property, competition, technology, media & telecommunications, tax, property/ real estate, projects, arbitration, environment & planning, as well as pro bono opportunities.

You are mentored by senior lawyers and your development is overseen by a dedicated Learning & Development and People & Performance team who work with partners to provide you with guidance, ensuring your success.

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. This three day event delivers professional relationships and friendships that last your years at Corrs and beyond. Then you will commence your Practical Legal Training (PLT) studies and begin your local orientation.







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DLA Piper

Level 21 140 William Street Melbourne VIC 3000

+61 3 9286 8000

www.dlapipergraduates.com

Practice Areas

Corporate

Employment

Finance, Projects & Restructuring

Intellectual Property & Technology

Litigation & Regulatory

Real Estate

Tax

Workplace Culture & Work Environment

We are committed to attracting, developing and retaining the best people across our practice and business services groups.

Our continued success relies on our ability to provide a supportive, inclusive and motivating environment where everyone has a role to play in supporting the delivery of outstanding service to our clients.

We offer exceptional career opportunities to our lawyers, aspiring graduates and business support professionals, in an environment that is challenging, rewarding and, we believe, truly different from our competitors.

Typical Clientele

DLA Piper is one of the largest law firms, with lawyers in the Americas, Asia Pacific, Europe, Africa and the Middle East, positioning us to help companies with their legal needs around the world.

As trusted legal advisers to approximately a third of the ASX 100 companies or their subsidiaries and all levels of government, we take great pride in delivering quality and value to our clients through practical an innovative legal solutions. Some of the most recent work includes advising Link Group on its AU\$2.3 billion listing on the ASX, advising the Australian Football League on the landmark acquisition of Melbourne's Etihad Stadium and advising Investa Commercial Property Fund on the acquisition of a 75 per cent interest in Sydney's landmark 420 George Street, to the value of AU\$450 million.



Stand Out Features

We help the world's top companies with their business-critical issues. Many of the deals we work on are complex and challenging - transcending not just practice areas, but borders, languages and legal systems.

As a firm, we never stand still. We think nimbly and seize opportunities. We're ambitious and are never afraid to innovate. So if you possess these qualities too, there could be a bright future for you at DLA Piper.

Diversity & Inclusion

DLA Piper promotes an inclusive work environment for all of our colleagues, offer opportunities to collaborate with clients and raises our profile as an open and inclusive employer. Cultural awareness and understanding is paramount for a global business and we recently launched a 'collaborating across cultures' module as part of our Career Academy programme.

Pro Bono

At DLA Piper we are committed to contributing to the wellbeing of communities around the world.

We encourage our lawyers to do pro bono work that is meaningful, impactful and supports those in need. New Perimeter, our non-profit initiative, provides pro bono legal assistance in under-served regions around the world to support access to justice, social and economic development and sound legal institutions.

Our Break into Law project is a worldwide initiative focused on removing barriers to employment within the legal profession, while we have pledged \$6.5m over the course of our three year partnership with UNICEF to improve child justice.

We are proud to be signatories of the United Nations Global Compact (UNGC), as our support for the initiative underlines our commitment to responsible business.







GILBERT SMITH KING&WOOD MINTERELLIS 金杜律师事务所

The Clerkship Program



30 clerks nationally

Contact

Graduate Recruitment

graduaterecruitmentAUS@ dlapiper.com



Deadline 11 August 2019

Apply online

- Application form including cover letter
- Critical reasoning test
- Assessment centre

What does the firm look for in a clerk?

We hire clerks from all types of backgrounds. Not only does this allow us to serve our diverse client base better; it keeps our thinking fresh by opening up a wider range of perspectives.

While you could be studying from a range of degree subjects, you will need a strong academic record. But it goes further than that. You'll need to be naturally inquisitive, have plenty of drive and possess a genuine commitment to your career path. Among other things, we'll be looking at your extracurricular activities for evidence of these gualities.

What type of work can a clerk expect to undertake?

As a summer clerk, you can expect a varied experience both in and outside the office. You will work in a creative, dynamic environment with some of the best legal professionals in the world, gaining firsthand experience doing real legal work.

The clerkship is four weeks in duration, commencing with a two-day induction program in the local office. We offer summer clerkships in November and January. The induction program will give you the opportunity to hear from the firm's senior leaders, to participate in professional skills training, to attend networking events and to participate in responsible business activities.







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The Graduate Program

Number of Rotations 3 6 month rotations

Number of Graduates 20 nationally

Offers Previous clerks only We offer graduate programs in all our Australian offices and have one intake each year in February.

The graduate program starts with a national induction in Sydney, allowing you to meet and network with graduates from across our Australian offices. We will also send you to London in August to attend the International Graduate Induction, giving you exposure to the senior partners and enabling networking opportunities with international graduates.

You will have the opportunity to rotate in different practice groups. This will see you work alongside people at all levels of the business, including partners. As an integral member of the team, you'll be ready to hit the ground running and make a real contribution from the outset.

While much of your learning will be done on the job, you'll also receive formal business skills training. This will develop your abilities in areas such as networking, business development, commercial awareness and financial management.



SHARE OUR VISION SHAPE YOUR FUTURE

Our goal is simple. We want to create the future leaders of the firm. That means giving you the skills you need to become a successful lawyer, but also the experiences to discover where your true interests lie.

Find out more at **DLAPIPERGRADUATES.COM**

DLA Piper is a global law firm operating through various separate and distinct legal entities. Further details of these entities can be found at www.dlapiper.com. This may qualify as "Lawyer Advertising" requiring notice in some jurisdictions. Copyright © 2018 DLA Piper. All rights reserved.



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







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Gilbert Tobin

Level 22 101 Collins Street Melbourne VIC 3000

+61 3 8656 3300

www.gtlaw.com.au

Practice Areas

Corporate Advisory

Technology & Digital

Competion & Regulation

Banking & Infrastructure

Disputes & Investigations

Workplace Culture & Work Environment

G+T presents a unique opportunity for you to make a name for yourself through the matters and transactions you work on, with personal accountability yet supported by those around you.

As a younger organisation that has built its success on legal excellence and entrepreneurial drive, G+T is energetic and passionate. We are nonbureaucratic and value diversity, individuality, innovation and fun. We have a long heritage of giving back to the community through our Pro Bono practice and corporate social responsibility initiatives.

Joining a firm with an open, entrepreneurial culture, makes it easier for you to work closely with the firm's highly talented partners and senior lawyers. This is reinforced by structured mentoring programs, open plan workstations and direct contact with clients. Law students and graduates working at G+T often comment on the exceptional level of personal engagement they experience from the firm's professionals.

As part of the recognition of the ongoing success of the Melbourne office, we have signed a new agreement to expand our presence at 101 Collins St. G+T will be occupying two floors from 2021.

G+T has a flexible working policy, and all lawyers are entitled to firm funded IT equipment for set up in their home.

Typical Clientele

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.

An international leader in M&A, private equity, capital markets, competition and regulation and technology and digital, we work on complex issues that define and direct the market.



Stand Out Features

'Our culture is unique, and at its heart it's a paradox', says Adam Laura, Partner - Corporate Advisory. 'It's energetic and proactive, incredibly driven and ambitious - but also understated, funny and generous. We describe it as being "smart with heart".'

This is what underlies the positive, productive and personal relationships we build with each other, and with our clients. Interactions that embrace what it means to be an individual. Constantly looking for ways to bring out the best in ourselves as well as others.

Our clerks and graduates are often attracted to the firm by the egalitarian, open structure. 'Our people have the opportunity to go as far as they want, and we recognise and reward that', explains Adam. 'The pace is fast and constant, but you'll get to work on things that interest and stimulate you early in your career. G+T challenges people irrespective of their role – and that pushes you to do and be better.'

Pro Bono

With a dedicated team of four lawyers and two partners, Gilbert + Tobin is a pro bono pioneer in Australia's legal sector. The firm believes that lawyers have a responsibility to ensure that the legal system is fair, equitable and accessible to all.

Gilbert + Tobin is a proud advocate of social justice and focuses on providing advice and support to marginalised and disadvantaged clients and the organisations that work with them. The practice covers many diverse areas of law including discrimination, administrative law, defamation and public international law. Pro bono work at Gilbert + Tobin is particularly focused on issues affecting Aboriginal and Torres Strait Islander people, refugees, people with disabilities and the protection of human rights.

G+T's large pro bono practice is supplemented by our corporate social responsibility practice, which is focused on three priorities – reconciliation with Indigenous Australians, sustainability and community programs.

Our commitment to the community now includes our support for numerous not for profit organisations, education in high schools and the university sector. We are very proud of our ten-year support of the Gilbert +Tobin Centre for Public Law at UNSW. Most importantly, our support for Indigenous Australians across all of their very legitimate aspirations, has been a hallmark for what we stand for.



Diversity & Inclusion

At Gilbert + Tobin we are continuously introducing new initiatives to further accelerate our progress towards building a diverse and inclusive workforce.

The firm is taking action to address barriers to women's full participation in the workforce and help play a role in improving the representation of women in senior leadership across the legal profession.

The initiatives announced include:

- A new target to increase the representation of women in its partnership to 40% by 2023, as a critical step towards becoming a gender-balanced partnership
- Extending superannuation contributions to cover unpaid portions of parental leave for primary carers
- Providing employees with a 'work from home IT kit' including a full-sized screen and keyboard to enable greater flexibility in how people manage their personal commitments with the needs of clients.
- Continuing to support new parents through best-practice parental leave entitlements, flexible working options and return-to-work support.

OUT is Gilbert + Tobin's LGBTI (lesbian, gay, bisexual, transgender and intersex) and allies group. OUT's objective is to ensure that Gilbert + Tobin continues to celebrate diversity, including for all LGBTI staff, as a fundamental value of the firm. Embracing and celebrating the difference in our people, is embedded in our culture at Gilbert + Tobin.

THERE'S MORE

Gilbert + Tobin is a leading transactions, regulatory and disputes law firm, committed to outstanding citizenship. We guide our clients through defining moments in their business, and are renowned for our ability to get things done.

We employ a diverse mix of talented and ambitious people who are attracted to the firm because of its entrepreneurial spirit, creative approach and capacity for change. These are the reasons we enjoy a reputation as the most successful corporate law firm to emerge in Australia in many years.

We advise many of Australia's and the world's leading organisations and focus on the most dynamic sectors. Our clients and projects span Australia, Asia and emerging African markets.

Located in the heart of the CBD, the partners and lawyers in our Melbourne office include some of Australia's leading practitioners in:

- Banking + Infrastructure
- Competition + Regulation
- Corporate Advisory
- Disputes + Investigations
- + Technology + Digital.

We also practice in the following areas nationally:

- Intellectual Property
- Pro Bono
- Real Estate + Projects
- + Tax.

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We deliver on our promise to provide real opportunities to advance your career. We provide the chance to be deeply involved in interesting, challenging work much earlier in your career, accelerating your opportunities and experience."

GILBERT +TOBIN

DANNY GILBERT, Managing Partner

If you want to challenge your thinking and stretch your abilities, this is the firm for you. There has never been a better time to be a part of our story and enjoy the stimulating challenge of working with Australia's most innovative corporate law firm.

Find our more at gtlaw.com.au/theresmore in 💟 🕑





The Clerkship Program

3 Intakes 3 weeks in Nov/Dec 3 weeks in Jan/Feb 3 weeks in Jun/Jul

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Contact

Sarah Crinnigan HR Advisor

scrinnigan@gtlaw.com.au



Deadline 11 August 2019

30

clerks

per year

Apply via CVMail

What does the firm look for in a clerk?

While strong university results and academic achievements count, we're also looking for people who align with our firm's culture and values. We're not a prescriptive firm when it comes to our people; we invite individuality and diversity. We also hold ambition, imagination, creative thinking 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 that will complement our practice groups and don't feel the need to take themselves too seriously.

What other opportunities are offered to clerks?

We have a tailored training program for our clerks which incorporates a wide range of professional development sessions. G+T is passionate about innovation. Clerks take part in a legal pentathlon. This new format "design jam" has been specifically designed to best reflect the G+T brand, shake things up, and incorporate a sense of 'play' so that clerks actually experience what "innovation" means and feels like. We have various sports teams which clerks are encouraged to join. There are also various social activities throughout the clerkship.

What type of work can a clerk expect to undertake?

During your time with G+T you'll get a taste of what it's like to work in corporate law. Spending time in one practice group, you will start to understand the mechanics of legal practice through researching legislation and case law, preparing and drafting memos, completing research, observing negotiations, meeting clients, attending court, or perhaps working as part of a deal team. Throughout the program, you'll partake in our customised in-house training program and also have the opportunity to contribute to Pro Bono and our Knowledge Management practice.

How can a clerk stand out during the program?

We purposely take smaller groups of clerks so that we can really get to know each clerk that works at G+T. It is important for clerks to have a great attitude while clerking with us and for them to really immerse themselves in the culture of G+T and soak up all the different opportunities available to them throughout their clerkship. It is important that they don't take themselves too seriously and most of all have fun!









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The Graduate Program

Number of Rotations 3 6 month rotations

Number of Graduates

8 - 10

Offers Priority given to previous clerks



@gt_careers



www.facebook.com/ GTCareers

Graduates commence with the firm in one formal intake in February. As a graduate, you will undertake real work, build relationships with partners, lawyers and clients, and become an integral part of each practice group.

Our 18-month program consists of three rotations of approximately six months each. Rotations are available in all our practice areas and you will also be actively involved in other work activities, including business development, knowledge management, training and pro bono work.

The Graduate Development Program is designed to complement the learning attained through Practical Legal Training (firm-funded PLT). You will also undertake practice-group specific training during your rotations and that will provide invaluable practical and commercial skills to help you transition into practice as a junior lawyer.

Graduates are also eligible for secondments into other practice groups in our Perth and Sydney offices.





GILBERT SMITH SMI

Hall 8 Wilcox

Level 11 **Rialto South Tower** 525 Collins Street Melbourne VIC 3000

+61 3 9603 3669

www.hallandwilcox.com.au

Practice Areas

Banking & **Financial Services**

Commercial Dispute Resolution

> Corporate & Commercial

Employment

General Insurance

Private Clients

Property & Projects

Statutory Insurance

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Workplace Culture & Work Environment

At Hall & Wilcox, we aim to strike a healthy balance between working hard and maintaining a high level of professionalism with having fun and being able to laugh at ourselves. Our Hallmarks are how we articulate the behaviours consistent with our culture. Our people refer to and live our Hallmarks every day. They are far more than the average set of values. They are an expression of how we expect our people to go about their work and deliver Smarter Law.

Our Hallmarks are:

Stay true – authentic to the core. Genuine, open and absolutely honest.

Be remarkable - striving always to excel. Deep knowledge delivering the highest quality solutions.

Evolve always – embracing disruption. Curious, imaginative and tech savvy, forever challenging the status quo.

Respect respect – great to be around. Decent people, inclusive and empathetic.

Better together – unleashing the potency of teamwork. Co-creating a rewarding future with each other, and with clients.

At Hall & Wilcox, we recognise the importance of promoting work/life balance. We support flexible and agile working to assist our people to balance their professional, personal and family life, health and We are committed to offering genuine flexible working wellbeing. arrangements which balance flexibility with the commercial needs of the firm and our clients.

Typical Clientele

Our clients are businesses and business people, including public entities, private entities, public sector organisations and business owners. We act for over 20% of Australia's top 100 companies.



Stand Out Features

Hall & Wilcox is a unique employer for a number of reasons.

Firstly, we practice Smarter Law. Smarter Law means that we are imaginative, agile, tech-savvy, collaborative and remarkable. Smarter Law demands service, solutions, systems and processes that are flexible, responsive, efficient and intelligent. Smarter Law ensures we remain focused on being innovative and progressive in everything we do, and not accepting the status quo. We are a progressive 'firm on the rise' and this helps us to provide fantastic opportunities for our people to grow and progress throughout their careers.

Secondly, our culture is special and is underpinned by Smarter Law and our Hallmarks. As a Firm, we are proud of and value our culture. Our culture is described as warm and welcoming, collegial, authentic and supportive.

The things our people love about Hall & Wilcox include:

- Approachable, friendly and supportive environment
- Our open plan, flexible work spaces
- Dress for your day
- Daily healthy start breakfast for our people
- Friday night drinks every Friday
- Our emerging artists' program
- Social and sporting activities
- Motivated and enthusiastic leaders
- Community involvement and pro-bono
- Our diversity, inclusion and wellbeing focus

Our recent citation from the Workplace Gender Equality Agency as an Employer of Choice for Gender Equality means we are focussed on creating an inclusive workplace for women (and men and non-binary) to build their careers.



Diversity & Inclusion

At Hall & Wilcox diversity and inclusion are vital components of our practise of Smarter Law and our ambition to be a pre-eminent law firm.

We are committed to creating and maintaining a diverse and inclusive workforce that reflects our people, our clients and our community.

Our inclusive culture enables us to recognise and celebrate the characteristics that make each individual different and create a workplace environment in which both individuals and groups feel welcome, respected and valued.

We have four areas of focus that help us achieve our inclusive culture: Flexibility, Gender, Inclusion and Connection. Focus on these areas help us to support and empower our people to bring their whole selves to work and to achieve their greatest potential.

There are a number of things that we do to embrace diversity and inclusion in our firm. Some of these include:

- Dress for your day encouraging our people to bring their whole selves to work.
- Encourage diversity of thinking at all levels in the firm through Smarter Law.
- Unconscious bias elimination in our seasonal clerkship and graduate program recruitment.
- Supporting our people to manage flexible working practices.
- Generous parental leave and encouraging career breaks and sabbaticals.
- Women in Leadership programs.
- Gender targets to support the progression of women into partnership and senior management roles.
- Pro Bono and Community initiatives.



Pro Bono

We are proud of our pro bono practice and our engagement with notfor-profit community groups, individuals and charities. We recognise and embrace the community responsibilities that come with being a successful, respected firm and a representative of the legal profession. For our people, the firm's pro bono and community involvement is personally and professionally enriching.

We run a coordinated pro bono & community practice that comprises of employees from all areas of the firm. We encourage and give full credit for pro bono work to everyone at the firm. As part of our graduate program, our law graduates can choose to rotate through our Pro Bono practice, which includes a one day per week secondment to a legal centre.

We have fostered close, ongoing relationships with several inspirational community organisations, to which we provide pro bono legal services. Some of these include:

- Public Interest Advocacy Centre
- Justice Connect
- Refugee Advice & Casework Service (RACS)
- Human Rights Law Centre
- The Cancer Council
- Indigenous Enterprise Legal Assistance Scheme
- Inner Melbourne Community Legal
- LawRight
- Welfare Rights Centre
- Social Security Rights Victoria

In addition to our Pro Bono support, Hall & Wilcox also supports several not-for-profit organisations and charities by making monetary donations, providing sponsorships and hosting events. These include:

- Australian Business Community Network
- Fitted for Work
- SolarisCare
- Conservation Ecology Centre
- Uni 2 Beyond



The Clerkship Program

2 Intakes 3 weeks in Nov/Dec 3 weeks in Jun/Jul



Contact

Lauren Parrant People & Culture Advisor

lauren.parrant@ hallandwilcox.com.au



Deadline 11 August 2019

20

Apply via cvMail

- Cover letter
- Academic transcript
- Short answer Qs
- One interview

What does the firm look for in a clerk?

At Hall & Wilcox, we are committed to creating a diverse workforce and celebrate the characteristics that make each individual unique. At Hall & Wilcox, there's no one "type" of clerk or graduate that we look for, instead, we value people from different backgrounds, different experiences and with different perspectives.

Hall & Wilcox are interested in candidates with qualities which align with our Hallmarks and Smarter Law. Some of these include:

- A creative mind and a passion for technology and innovation.
- An understanding of the changing legal landscape.
- Varied life experiences including previous work experience (legal and/or non-legal) as well as outside interests.
- Strong and consistent academics and an involvement in extracurricular activities.
- Excellent communication skills, including language and interpersonal skills.

What other opportunities does the firm offer its clerks?

- An induction program that provides an understanding of the firm's structure, the work we do, our clients, training in IT systems and office procedures.
- An extensive support network including a buddy, mentor and supervising partner for guidance and support.
- Participation in practice group training sessions, workshops and development sessions.
- The opportunity to attend informative sessions with partners and . hear more about the work they do and their experiences.
- The chance to get involved in the firm's social and sporting activities.

What type of work can a clerk expect to undertake?

All of our seasonal clerks are provided exposure to real work on real files - this may include drafting correspondence and documents, attending client meetings, conferences and mediations, and undertaking research tasks.







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The Graduate Program

Number of Rotations 4 3 month rotations

Number of Graduates

9 - 10

Offers Priority given to previous clerks

www.linkedin.com/ company/hall-&-wilcox



www.facebook.com/ Hallandwilcox

@hallandwillcox

Our graduate program is a priority for us because we recognise that today's law graduates are tomorrow's leaders of the firm. Over the years, the program has proven to be highly successful - many of our current partners completed their graduate year with us. Hall & Wilcox is proud to have been ranked third at the LegalVitae Top100 Awards for Most Popular Overall Law Employer for graduates.

Our program includes:

- A combination of on-the-job training and support in completing Practical Legal Training.
- A comprehensive induction with the national graduate cohort which lays the foundation for the year ahead.
- The opportunity to gain experience in several of the firm's practice areas.
- An extensive support network including a buddy, a mentor and supervising partner to provide guidance and support throughout the year.
- Regular learning opportunities through our Elevate program, designed to develop our graduates and provide them with the skills and expertise to excel.
- Opportunities to participate in Pro Bono and Smarter Law.

Bring your whole self to work





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

MELBOURNE	
Approximate number of positions	60-65
Clerkship programs	Summer 2019/20 & Winter 2020
Applications for all 2019/20 programs open	8 July 2019
Applications for all 2019/20 programs close	11 August 2019
Offers made	10 October 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



Hong Le Graduate Recruitment Consultant T +61 3 9288 1937 graduates.melbourne@hsf.com







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Herbert Smith Freehills

Level 42 101 Collins Street Melbourne VIC 3000

+61 3 9603 3669

www.careers. herbertsmithfreehills.com/ au/grads

Practice Areas

Alternative Legal Services (ALT)

> Competition **Regulation & Trade**

> > Corporate

Dispute Resolution

Employment, **Industrial Relations & Safety**

Finance

Projects & Infrastructure

Real Estate

Workplace Culture & Work Environment

Diversity can be easy to say, but harder to do. We believe allowing people to perform to the best of their abilities requires a culture of openness and authenticity, one that allows each of us to bring our whole selves to work. We work hard to create such a culture. Wherever you join us, you'll find talented people with different views, experiences and backgrounds.

Typical Clientele

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 organised along six global divisions - corporate; dispute resolution; finance, real estate and projects; employment, pensions and incentives; competition, regulation and trade and alternative legal services.

Stand Out Features

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.



Firm Values

- Be among 'the best of the best' law firms and professional services businesses in the world;
- Work with our clients to provide what they want, how they want it delivered and where they want it delivered;
- Provide exceptional legal services as the core of our business with other related services forming part of the way we serve our clients;
- Be connected with and contribute to the communities we participate in;
- Be a community of exceptional people who are committed to the business and its clients and perform outstandingly in our different roles;
- And uncompromisingly live our Values, believe in our Vision and implement our Strategies.

Pro Bono

At Herbert Smith Freehills our focus is on using our expertise and leadership to increase access to justice and opportunity for the benefit of local and global communities. At the core of Herbert Smith Freehills' approach is a long-standing and proud tradition of providing pro bono legal services and advocacy. This commitment to pro bono legal services for members of the public has developed into a broader program of volunteering and charitable giving that involves a wide range of people across our firm. Many of our vacation clerks participate in pro bono and community work and describe it as one of the highlights of their clerkship. For more information about our pro bono and community work visit: herbertsmithfreehills.com/pro-bono-and-citizenship. Allens > < Linklaters Arnold Bloch Leibler





GILBERT HERBERT KING&WOOD MinterEllison

The Clerkship Program

2 Intakes 4 weeks in Nov/Dec 4 weeks in Jun/Jul

> 60-65 clerks per year

Contact

Hong Le Graduate Recruitment Consultant

graduates.melbourne @hsf.com

> Deadline 11 August 2019

Apply online

- Cover letter
- Academic transcript
- CV
- Short answer Qs
- Interview

Online assessment

What does the firm look for in a clerk?

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

What type of work can a clerk expect to undertake?

As a vacation clerk, you will be given extensive training on all aspects of the firm, drafting and research skills. Current lawyers and partners will speak to you about what they do and the nature of work in each of the legal sections of the firm. You'll attend workshops and presentations that will give you an insight into the depth and breadth of our practice areas and international reach. You'll be invited to a range of events giving you the opportunity to network with partners, associates and graduates, as well as with your fellow vacation clerks.

How can a clerk stand out during the program?

It can be tempting to talk in generalisations about your attention to detail, exceptional communication skills, time management skills or ability to work effectively in a team. It's much more powerful if you can demonstrate it. Try to be specific and use examples to demonstrate skills like communication, time management, and ability to work effectively in a team. Give examples from your work or other experience that illustrate the skills we are looking for.



360° thinking

So what's your angle?

We're looking for those who see things differently.

The kind of people who bring new ideas and create innovative opportunities for our clients.

Share your unique perspective by applying to careers.herbertsmithfreehills.com/au/grads







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The Graduate Program

Number of Rotations 3 6 month rotations

Offers

Priority given to previous clerks

www.linkedin.com/ company/herbert-smithfreehills

www.facebook.com/ HSFGradsAustralia

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 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.





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

HOW TO APPLY



- 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.



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.

Contacts



Hong Le Graduate Recruitment Consultant T +61 3 9288 1937 graduates.melbourne@hsf.com

HERBERTSMITHFREEHILLS.COM





GILBERT SMITH KING&WOOD MALLESONS MinterEllison

K&L Gates

Level 25 **Rialto Towers** 525 Collins Street Melbourne VIC 3000

+61 3 9205 2000

www.klgates.com

Practice Areas

Corporate & Transactional

Energy

Infrastructure & Resources

Finance

Financial Services

Intellectual Property

Labour

Employment & Workplace Safety

Litigation & **Dispute Resolution**

> Policy & Regulatory

Real Estate

Workplace Culture & Work Environment

Practising commercial law challenges all lawyers in so many ways. The rewards of developing commercial experience, long lasting relationships with colleagues and clients are realised through hard work, persistence and passion for the work that you do.

At K&L Gates, we talk openly about the potential impact that work and lifestyle can have on wellbeing and encourage everyone to understand their own limits as well as look out for others. We encourage everyone to proactively manage their wellbeing and put in place strategies for The firm offers sporting activities through its Sports themselves. Club, connection with others through its Social Club as well as flexible working to enable the balance between life needs and work.

We encourage our lawyers to proactively plan annual leave and offer additional leave through our Purchased Annual Leave program. With a proactive and disciplined approach to managing wellbeing, we believe that our lawyers will enjoy a long and healthy career in the law for many years.

Typical Clientele

K&L Gates' lawyers are leaders in legal issues relating to industries critical to the economies of both the developed and developing worldstechnology, manufacturing, energy, transportation, telecommunications, financial services, health care, life sciences, sustainable development, and infrastructure, among others. The firm has a strong presence in key capital cities and world commercial and financial centres, representing a broad array of Global 500, Fortune 100, and FTSE 100 corporations in nearly every major industry.



Stand Out Features

Choosing a career at K&L Gates is choosing to be a part of a progressive and innovative law firm that continues to grow year on year. We work with market leaders across many industries in a range of exciting areas of commercial law. We have a one-company, one-team mentality, constantly seeking ways to add value to our clients and your career objectives. We look to recruit talented people, then provide the opportunities and support for them to achieve their best.

Your career will benefit from unprecedented exposure to high profile deals on an international platform. You will have access to a global knowledge bank to help you develop and grow. Most importantly you will be part of a straight talking culture where you are recognised for what you do and how you do it.

Diversity & Inclusion

As a firm committed to diversity and inclusion, we engage our lawyers through mentorship, teamwork and a steadfast belief in the power of our people to change the legal profession and the power of our profession to change society. We work to provide opportunities for all of our lawyers to develop their practices and careers in meaningful ways.

Our firm-wide Diversity and Women in the Profession Committees lead the charge for diversity and inclusion throughout the firm. These committees span the globe, are supported by full-time staff and include members of the firm's Management Committee. The firm has various employee resource groups at the firm-wide and local office levels, including groups for women lawyers; LGBTIQ+ employees and allies; and working parents.

We are committed to collaborating with our clients and communities to further our goals and we strive to maintain an inclusive culture that enriches the experience of our people, enabling them to better serve our clients. We encourage cooperation and teamwork and provide fair and ethical treatment of all employees.



Pro Bono

We actively encourage our lawyers to provide pro bono legal representation and to participate in other charitable, community, educational and professional activities. Each lawyer has a minimum number of pro bono hours they must achieve each year.

Our lawyers handle hundreds of pro bono matters each year in an effort to pursue justice and strengthen communities around the globe. Our work includes litigating civil rights cases; establishing and advising non-profit organisations; providing guidance to young people who face adversity; supporting the homeless; protecting victims of online abuse, human trafficking, and discrimination; and otherwise working to improve the lives of those who face hardship with little access to legal services. One example is our acclaimed Cyber Civil Rights Legal Project, which assists victims of non-consensual pornography. Another example is the collaboration by lawyers in our Australian and U.S. offices in producing a widely-adopted best practice guide to assessing applications for asylum on the grounds of sexual or gender identity. Each year, the firm highlights a selection of recent pro bono work and awards in For the Public Good.

Ideally you will be involved in pro bono matters during your clerkship. This will be dependent on the nature of the work that is available in the practice area during your clerkship.

K&L GATES

Who are we looking for?

We believe in hiring individuals who will become a part of our collaborative, committed and diverse team.

To be successful at K&L Gates you will have:

- An entrepreneurial spirit: You're a self-starter committed to personal and professional development. You have demonstrated initiative, tenacity and potential.
- Curiosity: You're a strategic thinker who solves problems creatively.
- **Maturity**: You possess sound judgment and have excellent people skills. You're confident and professional.
- **Passion**: You are dynamic, enthusiastic and excited about the law and our firm.
- **First class communication skills**: You possess the ability to speak and write clearly and intelligently.
- Attributes of a team player: You're approachable and enjoy participating in group activities. You're a good listener and always willing to share thoughts and ideas.













/klgateslegalrecruitingus /klgateslaw







G GILBERT SMITH S

The Clerkship Program

2 Intakes 4 weeks in Jan/Feb 4 weeks in Jun/Jul

> 25 clerks per year

Contact

Mark Enright Human Resources Manager

mark.enright@klgates.com



Deadline 11 August 2019

Apply online

Two rounds of interviews

What does the firm look for in a clerk?

We seek out clerks who have a variety of experiences both personally and professionally. We want to see that you have the ability to be able to manage the balance between your university studies, work and personal life. Whilst experience in a legal and/or commercial environment is advantageous, it does not mean that your experience in retail is not! Showcasing these experiences and how they have enabled you to understand the commercial issues our clients face is just as important.

What type of work can a clerk expect to undertake?

During your clerkship at K&L Gates, you will benefit from being involved in real legal work. This will include participation in client meetings and court visits, research and drafting of advice and general support within one or more of our following practice areas:

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

Please visit our website for more detailed information on each practice area at www.klgates.com



How can a clerk stand out during the program?

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 in an interview. 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. More specifically, to be successful at K&L Gates you will have:

- Leadership experience: You're a self-starter committed to personal and professional development and you can demonstrate times when you have used initiative, tenacity and potential.
- Curiosity: You're a strategic thinker who solves problems creatively.
- Maturity: You possess sound judgment and have excellent people skills. You're confident and professional.
- Passion: You must be dynamic, enthusiastic and excited about our firm.
- First class communication skills: You possess the ability to speak and write clearly and intelligently.
- Attributes of a team player: You're approachable, adaptable to a variety of situations and enjoy participating in group activities. You're a good listener, and you're always willing to share thoughts and ideas.

We want to see that you are able to demonstrate all of this, but most importantly, we want you to be yourself!

What other opportunities are available to clerks?

At K&L Gates you will participate in a comprehensive induction program that continues throughout your clerkship to learn important skills to lay the foundations for a successful legal career. You will work closely with partners, senior associates and have the support of a junior lawyer or trainee lawyer as a buddy. There are also a number of social and sporting activities that are organised to help you to network with others across the firm and have fun!

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/.

klgates.com

BRISBANE | MELBOURNE | PERTH | SYDNEY







GILBERT SMITH SMITH SALLESONS MINTERELLISON

The Graduate Program



Previous clerks only

www.youtube.com/ klgateslaw

www.facebook.com/ klgatesgraduate recruitingau

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.

Your professional development program runs weekly. It combines Practical Legal Training (delivered in-house by the College of Law) with sessions presented by partners, lawyers, external presenters and our professional development team.

Our program delivers skill development in 2 key areas - fundamental legal abilities and professional legal skills which incorporate:

- legal technical skills (analysis and judgment);
- client service (client and business knowledge, networking); and
- personal effectiveness (communication, work ethic, motivation and maturity).



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King & Wood Mallesons

Level 50 **Bourke Place** 600 Bourke Street Melbourne VIC 3000

+61 3 9643 4000

www.kwm.com

Practice Areas

Banking & Finance

Dispute Resolution

Mergers & Acquistions

Projects & Real Estate

Taxation

Workplace Culture & Work Environment

KWM is a firm with a community feel with room for everyone to make their mark. Our people are the difference. Our belief in the power of together delivers the best results for our people, our clients, and the firm.

We are results orientated and have a track record of achievement and performance in life, not just in our academic career but beyond. We also have a strong focus on recognising and acknowledging our staff's contribution. We are client centric and work in our clients' worlds and partner with them to achieve their business goals.

Many graduates tell us one of the main reasons they joined the firm was the people. We work hard together but we also enjoy spending time with each other outside the office. Each centre has social and sporting committees to help organise a wide range of activities for staff to enjoy, from themed Friday night drinks to free gym memberships. We also have a multitude of sporting teams including soccer, basketball, netball and cricket.

Typical Clientele

Our clients range from a mix of global financial and corporate powerhouses through to the new industry-makers and all levels of government.



Stand Out Features

Our ability to connect Asia to the world and the world to Asia, is our key differentiator. Through local connections and deep understanding of the region's culture we are focused on opening up the world's fastest growth region for clients.

King & Wood Mallesons is a unique employer for a number of reasons. As the only global law firm that can practice Chinese, Hong Kong, UK, European and Australian law, we offer real depth and local connections in China.

Our Australian practice spans international, local and regional clients, focused on creating value in a real and tangible way. With an ambition to help clients to shape their business for the future – we can help you to shape your world too. That's because our people are our future and a significant source of pride to us at KWM.

We offer more than 200 years of collective knowledge and experience, and we know that our future is in the hands of the next generation of lawyers. As such, at KWM we make your development our priority, and encourage our lawyers to be innovative and creative in meeting our clients' challenges.



Firm Values

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

Our values are:

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

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

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

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

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

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

Innovation

At KWM innovation means actively asking ourselves if there is a better way to create greater value for our clients.

To provide the firm with a competitive edge, we want to grow an innovation mindset. This involves empowering everyone to help identify opportunities for new revenue streams as well as improving the way we deliver our current services.

At KWM, innovation is a team sport and everyone has a role to play.



differently/thinkKWM

At KWM we believe in a culture of collaboration. Grow as an individual, succeed as a team. That's The Power of Together.



careers.kwm.com/en/graduates-australia

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G GILBERT SMITH S

The Clerkship Program

3 Intakes Nov/Dec Jan/Feb Jun/Jul



Contact

Alana Arfi People & Development Advisor

alana.arfi@au.kwm.com



Deadline 11 August 2019

Apply online

- CV
- Cover letter
- Academic transcript
- Short answer Os
- Cocktail evening
- One interview

What does the firm look for in a clerk?

We recruit high achieving, client centric, learning agile people with an international perspective. We understand that technical excellence is only one success factor.

We value a range of skills in our employees and recognise that a diversity of strengths leads to best results. We are looking for people who have an intellectual curiosity and are intrinsically motivated. Excellent marks are not necessarily a predictor of career success.

- Are you empathetic? Can you stand in the shoes of our client and experience the problem from their perspective?
- Is it more important to you to admire the problem or are you most interested in providing a practical, efficient and commercially sound solution?
- Are you traditional and risk averse or are you excited by a changing and fluid work environment?
- When you think about your career are you only focused on Australia, or do you appreciate that Australia's closest neighbours are the new power houses of the global economy?

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

What other opportunities are offered to clerks?

Our Graduate program also promotes and supports the mobility of our staff across our offices, by giving you the opportunity to apply to go on exchange to 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.

Each centre has social and sporting committees to help organise a wide range of activities for staff to enjoy, from themed Friday night drinks, boot camp to yoga and Pilates. We also have a multitude of sporting teams including soccer, basketball, netball and cricket.



What type of work can a clerk expect to undertake?

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 along, sharing their knowledge, and ensuring you have everything you need to succeed.

Clerks usually work in one practice group. You'll be allocated a supervisor in each of your practice groups and you'll work closely with the partners, senior associates and solicitors in that team. It's a handson role, you won't just be watching from the sidelines.

Our people have the opportunity to get involved in the many social and sporting activities that go on in the firm, as well as pro bono and volunteer work to give back to the broader community in which we work and live.





A DIFFERENT PERSPECTIVE

At KWM we believe in a culture of collaboration. Grow as an individual, succeed as a team. That's The Power of Together.



careers.kwm.com/en/graduates-australia







G GILBERT SMITH SMITH KING&WOOD MALLESONS MINTERELISSON

The Graduate Program

Number of Rotations 3 6 month rotations

Number of Graduates

20 - 30

Offers Previous clerks only

@kwmlaw

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

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 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 to one of our interstate or overseas offices. Through this, you are able to access a greater choice and variety of destinations and onthe-job experience.





G GILBERT SMITH S

KPMG Law

Tower Two **Collins Square** 727 Collins Street Docklands VIC 3008

+61 3 9288 5555

www.kpmq.com

Practice Areas

Digital & Data

Technology

Intellectual Property

KPMG 3dc (Board Advisory)

Tax Dispute Resolution & Controversy

ECM & Debt Advisory

Financial Services/ Regulatory

Government

Mergers & Acquisitions

Real Estate/ Projects

Workplace & Employment

Workplace Culture & Work Environment

At KPMG, our culture is made up of our people's attitudes and behaviours, which reflect our shared values, experiences and aspirations. We embody fair and flexible work practices and value finding the balance between personal and professional life.

At KPMG we believe that being healthy and happy improves work performance and morale which is reflected in our work practices. We understand that an agile workplace has real flow on benefits for the firm and our people. Therefore we take a planned approach to employ programs and practices which aim to improve work/life balance and show our commitment to support the careers of our people, both professionally and personally.

Stand Out Features

KPMG Law has the ability to reach back into the broader firm and access 'Big Thinkers' with global insights who are the best in their respective fields. Our ability to provide this multidisciplinary integrated team of exceptional experts, means we provide a diversity of thought, technical legal skills, and subject matter expertise that provides holistic solutions to our client.

Our firm prides itself on providing our graduates and clerks with international exposure to the best legal work, the best deals, to the best thinkers in the field, diverse experiences, and new learning opportunities.



Firm Values

Acting with integrity, professionalism and as responsible corporate citizens is of utmost importance at KPMG. We believe that our nation will not realise its potential until everyone has equal access to opportunity, with business playing a vital role in solving social and environmental issues. Therefore at KPMG we harness the energy and capabilities of our people to empower positive change for our community.

At KPMG we lead by example and act how we expect of each other and our clients to bring the best out of each other. We must be respectful of individuals and their knowledge, skills and abilities. We understand the importance of being honest in our communication, sharing information, insight and advice and aim to take on tough situations with courage and candour.

Typical Clientele

We have a diverse range of clients, we work with large ASX-listed companies and multi-nationals, large banking organisations, hospitals, multiple government departments, and even small tech start-ups with their legal and regulatory compliance.



Diversity & Inclusion

At KPMG, we believe that our diversity of thought, backgrounds and experience strengthens relationships and delivers meaningful benefits to our people and clients. We value the importance of inclusion and ensure that all people, regardless of personal characteristics are treated fairly and equally.

KPMG boasts cultural diversity and employs team members from all over the world, embodying a great ethnic culture bringing a variety of experiences and perspectives. We also place importance on gender equality and family responsibilities. We are proud of the fact that approximately half of our firm are women and we support all our team members in balancing work and family responsibilities.

Ensuring our staff feel safe at work is of great importance at KPMG, which is why we are a foundation member and Principal Partner of Pride in Diversity started in Australia by ACON and we are in support of the LGBTI community. We also recognise those who identify as having a disability and aim to focus on people's abilities and how we can help them to succeed.

This makes KPMG a vibrant and interesting place to work.



Start here. Go anywhere.

At KPMG Law, no career is ever the same. No matter where you want to go, we'll help you get there. Whether your goal is to become a Partner or you dream of eventually launching a start-up, the skills and experience you acquire here will empower you to achieve your full potential.

2020 Graduate Program – Commerical Law and Tax Controversy

Applications	Date
Open	9 August 2019
Close	18 August 2019

2019/2020 Vacationer Program – Commerical Law and Tax Controversy

Applications	Date
Open	8 July 2019
Close	11 August 2019

Start here. Go anywhere. Find out what your path will look like at: **KPMG.com/au/grads**

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G GILBERT SMITH MALLESONS MinterEllison

The Clerkship Program

8 clerks nationally

Contact

Hannah Kemp Graduate Talent Acqusition

hkemp1@kpmg.com.au

Deadline 11 August 2019

Apply online

- CV
- Short answer Os
- Games based test
- Video interview
- Face to face interview

What does the firm look for in a clerk?

We are excited by candidates who can deliver quality work, drive collaboration and inclusion, strive for continual improvement, exercise professional judgment, make an impact, seize business opportunities and demonstrate innovation and curiosity.

We value candidates who are able to work in a multidisciplinary work environment. We look for candidates who have developed their ability to work with different people or developed other transferrable skillsets whilst working in an interdisciplinary team. Of course, legal industry experience is also great!

Also, great marks do not necessarily make a great lawyer. We look at candidates holistically, so your grades, although helpful, aren't necessarily the determining factor.

How can a clerk stand out during the program?

We acknowledge that it is an incredibly competitive market and that it is challenging to stand out.

We are eager to work with enthusiastic people who have a genuine interest in our practice areas, who are passionate about their career and their development, and where they fit into KPMG Law.

A clerk can stand out with a 'can do' attitude, always attempting all tasks and seeking guidance. They should also try their best to get to know as many members of KPMG Law and try as many diverse tasks as possible.



What type of work can a clerk expect to undertake?

Our clerks are treated like any other member of our team, they get to work on complex legal matters and contribute to the advice that we send to clients.

During their time with us, our clerks will:

- undertake complex legal research;
- complete drafts for client matters, including contract clauses, privacy policies and other similar documents;
- attend legal conferences and other similar events;
- draft internal publication pieces;
- review contracts and other legal documents;
- attend client meetings; and
- attend KPMG internal events, such as sector-based interest events and panel discussions from our industry and subject matter experts.

What other opportunities are offered to clerks?

We will assist our clerks to have as realistic an experience as possible, if business needs require it we will assist our clerks to travel to clients and other events.









GILBERT SMITH KING&WOOD MALLESONS MinterEllison

The Graduate Program

Offers Previous clerks only

> www.youtube.com/ kpmgaustralia

www.facebook.com/ WKPMGinAustralia GraduatesandStudents

www.linkedin.com/ company/kpmgaustralia

@kpmgaustralia

Our Graduates join a 12 month graduate pathway with the full class joining us each year. The 12 month pathway provides development experience that builds capabilities and connections required for success in their role and future.

Within KPMG Law specifically, we have our own training and materials and you will receive a comprehensive training and development program to make sure you can hit the ground running as soon as you get any work. We will support you to complete your PLT, both financially as well as providing study days to make sure that you're not overloaded.

Finally, we have continuing education opportunities throughout the firm that you are most welcome to join. For example, if you like coding and computers or user design, you can attend any event run by any other KPMG team to keep your skills sharp. We have law specific training and events which you will attend to ensure that you get a feel for life as a practitioner - and the obligations that come with that.

pand

When you join Lander & Rogers, you'll have the opportunity to grow into a great lawyer. But that's just the start. Working alongside some of Australia's leading experts and one of Australia's most highly regarded pro bono practices, you'll acquire the real world skills demanded of the very best lawyers. Here you'll become a lawyer and more.

Discover your and at landers.com.au/graduates









GILBERT SMITH MALLESONS MinterEllison

Lander & Rogers

Level 12 **Bourke Place** 600 Bourke Street Melbourne VIC 3000

+61 3 9269 9000

www.landers.com.au

Practice Areas

Commercial Disputes

General Insurance

Compensation Law

Family & Relationship Law

Corporate

Workplace Relations & Safety

Real Estate & Property

Workplace Culture & Work Environment

Lander & Rogers offers a range of benefits to assist with career development, staying healthy and contributing to the community. We value our people and understand the importance of our staff maintaining a healthy and balanced lifestyle.

In particular, we make sure that opportunities for physical activity are easily available, such as offering weekly boot camp and yoga classes. We also make time for people to connect on a social level through our weekly staff drinks and other events.

We provide our people with the tools they need to maximise their broader professional and personal needs, by offering financial assistance for postgraduate study, paid parental leave, and connections with the community through our Pro Bono & Community Support Committee.

Typical Clientele

We advise some of Australia's largest organisations. Recognised and respected brand names like Allianz, Bosch, Bunnings, Ford, Mercer, QANTAS, QBE, Stockland and Wesfarmers. The expertise we provide is vital to the success of these organisations. But it's not only big name clients we work with. At Landers, we also understand the importance of law firms giving back to the community. Some of our most meaningful work is done for our pro bono clients.

Lander & Rogers is excited to be pioneering Australia's first LawTech Hub of its kind. Lander & Rogers' Chief Executive Partner, Genevieve Collins, explains, "The LawTech Hub by Lander & Rogers and powered by YBF Ventures reflects new ways of working. It will give our people and clients the opportunity to step out of their day-to-day environment where they can approach problems differently and focus on driving solutions".



Stand Out Features

Here at Lander & Rogers we want people who embrace excellence in everything they do and people who are passionate about quality work, relationships and being part of an exceptional team.

Landers is a great place to work and we provide an environment enabling you to challenge yourself, be challenged, and make a genuine and positive impact on your colleagues, clients, and the broader community. We offer a personalised learning and development journey shaped by a human-centred approach.

The health and wellbeing of our people is something we take very seriously, and proactively go about ensuring we act on what we say. This is delivered through our resilience program, physical and social activities. Housing excellent physical and virtual work environments, technology, and culture of innovation Landers makes it easy for you to perform at your best and enjoy yourself while doing it.

Firm Values

Be Excellent. Be Genuine. Be Vital. Exceptional. Together.

You will work with and learn from our highly successful and experienced people, on a variety of challenging and inspiring experiences gained by partnering with amazing clients across a diverse sector group.







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The Clerkship Program



What does the firm look for in a clerk?

We want people who embrace excellence in everything they do and people who are passionate about quality work, relationships and being part of an exceptional team. Above all, you are dynamic, insightful, and fresh thinking.



Contact

Careers Team **Talent Acquisition**

careers@landers.com.au



Apply via online

- CV
- Cognify
- Cover letter
- Video interview
- Face to face interview
- Cocktail evening

What type of work can a clerk expect to undertake?

Our seasonal clerk programs are your opportunity to sample life in the law, and especially life at Landers - to see whether we're right for you. Our clerkship programs build on your university education in a range of practical ways from structured training, to workshops, to formal and informal mentoring.







GILBERT SMITH KING&WOOD MALLESONS MinterEllison

The Graduate Program

Number of Rotations 4 3 month rotations

Number of Graduates

10

Offers Previous clerks only

www.linkedin.com/ company/lander-&rogers

@landerrogers

Our graduate program offers four practice group rotations of three months each, covering both commercial and litigious areas of practice. This gives you an opportunity to understand different areas of the law and give you a range of experiences to help you choose an area of practice following qualification.

We will provide you with a first-rate introduction to the law and an exciting start to a rewarding career which builds on your university education in a range of practical ways from structured training, to workshops, to formal and informal mentoring.

Here, you'll gain firsthand experience working on matters and with our clients from day one. You'll be given opportunities that will stretch you, so you can grow faster and achieve more. We'll help you find your best.

In addition to the practical, on-the-job learning in rotations, graduates complete a part-time Graduate Diploma of Legal Practice with The College of Law, as well as our comprehensive in-house Graduate Learning & Development Program.

We have been on the same journey you are about to embark on. That's why we make sure you have the guidance you need to quickly find your feet. We set you up for success by offering a structured support network.





G GILBERT SMITH MALLESONS MinterEllison

Maddocks

Collins Square Tower Two Level 25 727 Collins Street Melbourne VIC 3008

+61 3 9258 3555

http://graduates.maddocks. com.au/

Practice Areas

Commercial

Construction & Projects

Development

Dispute Resolution & Litigation

> Employment, Safety & People

> > Property

Public Law

Workplace Culture & Work Environment

Maddocks is a proudly independent Australian law firm founded in 1885 that has built a great reputation for working alongside private and public sector clients. We value collaboration, knowledge sharing and high standards of professionalism. We encourage diversity and foster open communication where individuality and personal expression are valued.

Our partners are accessible and have hands-on involvement in the work we undertake for clients. We are serious about promoting innovative thinking to develop the way we work with our clients.

In this environment, and with the depth of resources we provide, your career is nurtured and developed at every stage.

Maddocks provides a supportive and flexible environment for all employees. More than a quarter of all of our people work flexibility, including more than 20% of our equity partners.

You can join a range of activities that are supported by the firm. These include sporting activities such as the Australian Corporate Triathlon Series, City to Surf, Young Lawyers' Run and various team sports. Regular Friday night drinks and other social functions give our people the chance to get to know each other better.

Typical Clientele

We provide premium commercial legal services to corporates, businesses and governments throughout Australia and internationally. We advise clients across a range of sectors, including built environment, education, government, healthcare and technology.



Stand Out Features

- Top tier training with meaningful access to partners
- Flexible work options
- Opportunities to make a difference through our pro bono program, the Maddocks Board Scholarship, The Maddocks Foundation and Small Grants Program
- True diversity and inclusion

Pro Bono

In FY18, Maddocks performed more than 8,007 hours of pro bono work, an average of 32.5 hours per full-time lawyer.

We recognise that there are individuals and organisations that work for the public good in our community or that cannot afford the professional services of a lawyer. In appropriate cases, we seek to provide legal services to such organisations and individuals on a without charge or reduced charge basis.

Our pro bono practice is particularly focused on organisations and individuals who work in the areas of homelessness, mental health and assisting refugees. We are a signatory to the National Aspirational Pro Bono Target administered by the National Pro Bono Resource Centre. The aspirational target is 35 hours per year per full-time lawyer.

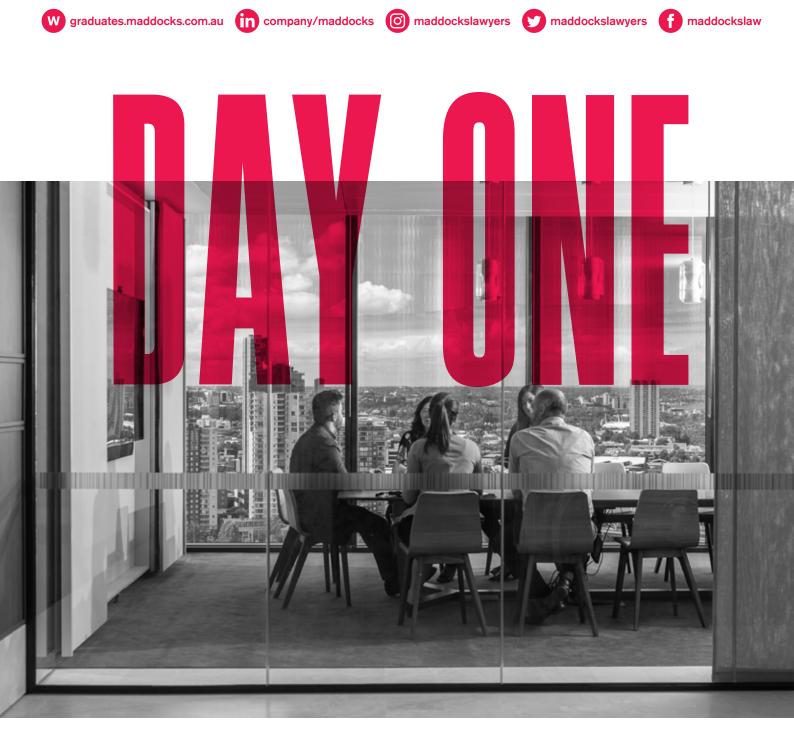
The Maddocks Foundation has been providing annual grants of up to \$20,000 to Australian charitable organisations since 2007. In FY18, Maddocks donated or granted \$240,000 to a range of community organisations.



Innovation

One of the core values at Maddocks is innovation. We are constantly looking at new ways of doing things and keeping up with technology. This is how we are doing this.

- Through our innovation strategy, MaddX, which is designed to get our people thinking of ways we can add value to our clients and to the firm.
- Maddocks is working with innovation leader Inventium to train our people in design thinking methodology. About 200 of our people have received this training in the past 12 months.
- Maddocks uses the Luminance AI platform to assist in streamlining due diligence processes.
- Maddocks eContracts is one of the leading electronic contract exchange platforms, with about one third of all contracts handled by the firm now done so electronically.
- Maddocks ePortfolio was recently launched to provide up to the minute reporting on projects for our property development clients.



From Day One you'll experience what it's like to work at Maddocks You will have challenging, meaningful work, gain exposure to clients, work in a supportive and collaborative environment and have access to partners.

Join our clerkship program and access real client work for high calibre clients, outstanding training and development and become part of a firm where you're involved from Day One.

Find out more at graduates.maddocks.com.au

Maddocks

Allens > < Linklaters Arnold Bloch Leibler Advisers AcKenzie.





GILBERT SMITH MALLESONS MinterEllison

The Clerkship Program

3 Intakes 4 weeks in Nov/Dec 4 weeks in Jan/Feb 4 weeks in Jun/Jul

> 30 clerks per year

Contact

Emily Desmier People & Culture Advisor

> emily.desmier @maddocks.com.au

Deadline 11 August 2019

Apply via website

- Cover letter
- CV
- Academic transcript
- Short answer Qs
- Information evening
- One interview

What does the firm look for in a clerk?

We don't have a specific type of seasonal clerk we look for. We look for students who have a well-rounded experience and approach to life, who not only have the right academic ability but who also fit the firm's culture and values. Our comprehensive application form and recruitment process enables us to get to know our candidates quite well so that we can effectively assess their suitability.

What type of work can a clerk expect to undertake?

As a seasonal clerk at Maddocks you will be involved in a variety of work. Some of these tasks include:

- drafting correspondence including letters of advice;
- conducting legal research and drafting memorandums on novel points of law;
- assisting in the drafting of submissions;
- drafting affidavits and other court documents; •
- attending tribunals such as VCAT and assisting with the required preparation; and
- writing eAlerts and other articles.

How can a clerk stand out during the program?

A clerk can stand out at Maddocks by being enthusiastic and engaged. It's important for clerks to ask questions when unsure on tasks and proactively seek work from a range of operators.

What other opportunities are offered to clerks?

A clerkship at Maddocks offers a number of experiences, including extra-curricular activities with graduates, opportunities to join sports teams and socialise with a wide range of partners and employees.







GILBERT SMITH SMITH SALLESONS MINTERELLISON

The Graduate Program

Number of Rotations 3 4 month rotations

Number of Graduates 10

Offers Previous clerks only



@maddockslawyers

To help you find your passion in the law, we offer a structured 12month program with three rotations. You'll work with reasonable autonomy on high quality, complex matters and have contact with clients. When you're not working from the office, you'll be attending external meetings and court appearances.

As a graduate, you'll be assigned a senior lawyer during each rotation who will act as a mentor and assist with your workflow. A junior lawyer will also be assigned as your buddy to give you guidance and support. In addition to completing Practical Legal Training through the College of Law, we'll provide you with specialised training for all our practice areas, as well as time management and communication skills to help you excel.





GILBERT HERBERT KING&WOOD MinterEllison

MinterEllison

Level 23 **Rialto Towers** 525 Collins Street Melbourne VIC 3000

+61 3 8608 2000

www.graduates. minterellison.com

Practice Areas

Infrastructure, Construction & Property

Capital Markets & Corporate

Risk, Regulatory, Insurance & Controversy

Consulting Solutions

Workplace Culture & Work Environment

We support a range of flexible and agile working arrangements including part-time, job-sharing, variable start and finish times and working from home. We also offer unpaid leave opportunities for special requirements not covered by our usual leave policies. Typically this may cover study, overseas work experience and judges associateships.

Stand Out Features

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 change with client and market demands.

The firm has a clear strategic direction and a strong plan for growth as we advance our peoples' careers with record numbers of promotions. Last year, the firm won the award for 'Best Learning & Development Program' at the Australian HR Awards. The win highlights our commitment to our people and to providing second-to-none development programs and initiatives.

Giving our people the opportunity to explore their interests and fast-track their career - that's what we believe in at MinterEllison. The MinterEllison clerk and graduate programs are comprehensive learning programs designed to give you the skills to be more than just a technically excellent lawyer. You will become a trusted adviser to our clients and develop a thorough understanding of the commercial landscape we operate in.



Diversity & Inclusion

At MinterEllison diversity and inclusion is about creating a highperformance culture that values individual contribution, teamwork, innovation and productivity regardless of background, race, ethnicity, disability, gender, faith, sexual orientation or family structures. Inclusion is at the core of our values and we firmly believe our people will be more successful and happier in their careers if they are able to bring their whole selves to work. We are committed to leveraging the advantage of a diverse and inclusive workforce through our Empower Program, our Pride Respect & Inclusion at MinterEllison (PRiME) network, and our Innovate Reconciliation Action Plan. MinterEllison is proud to be a WGEA Employer of Choice for Women and a Silver AWEI Employer for the LGBTI+ community.

Pro Bono

At MinterEllison, we take great pride in developing genuine, long-term relationships with our community. Each year we provide support and assistance to people and organisations in a variety of different ways. The focus areas of our community work are driven by our people with a focus on breaking cycles of disadvantage.

Our community partnerships ensure that resources are targeted effectively where assistance is most needed, with our contribution including pro bono legal work, staff volunteer hours, in-kind support and financial assistance in the form of community grants and a matched workplace giving program.

In 2018 our people commitment to over 32,000 hours of pro bono work which had a commercial value of \$9.7 million dollars. We have strong local pro bono practices and a national commitment to the Homeless Persons Legal Clinics in Brisbane and Melbourne, and the Homeless Persons Legal Service in Sydney. Some of the other initiatives we were involved in were the annual Darkness to Daylight Challenge, the Vinnies CEO Sleep out and partnership with the Westpac Foundation on a number of social enterprises.









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The Clerkship Program

2 Intakes 3 weeks in Nov/Dec 3 weeks in Jun/Jul

> 60 - 70 clerks per year

Contact

Katherine Wood Graduate Recruitment Consultant

katherine.wood@ minterellison.com



Deadline 11 August 2019

Apply online

- Cover letter
- CV
- Academic transcript
- Psychometric testing
- Two interviews

What does the firm look for in a clerk?

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

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.

"

I learn from market leading partners, and have exposure to industry leading clients. My professional skills are continually growing because of the ongoing training, mentoring and resources MinterEllison provides."

Alex Doust Graduate

The world is full of relentless disruption. Now is the time to reimagine the future as we know it.

The next generation of graduates will mark a change in closing the gap between who we are today and where we are headed to better meet market demands. More than ever, we need creative thinkers, innovators and agents of change.

The game has changed. Be part of it.

MinterEllison

graduates.minterellison.com







GILBERT SMITH KING&WOOD MALLESONS MinterEllison

The Graduate Program

Number of Rotations 3 6 month rotations

Number of Graduates 30 - 35

Offers Previous clerks only

Wwww.facebook.com/ minterellisongraduates

@minterellison

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 as well as go on pro-bono and commercial secondments as a rotation.

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; and
- 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.

"

I chose MinterEllison because of its emphasis on learning. There is a strong culture of knowledge-sharing and mentorship, which is particularly important for young lawyers. I find the people here are warm, knowledgeable and eager to teach."

Ann Wen Vacation Clerk

The world is full of relentless disruption. Now is the time to reimagine the future as we know it.

The next generation of graduates will mark a change in closing the gap between who we are today and where we are headed to better meet market demands. More than ever, we need creative thinkers, innovators and agents of change.

The game has changed. Be part of it.

MinterEllison

graduates.minterellison.com







G GILBERT SMITH SMITH SALLESONS MinterEllison

Norton Rose Fulbright

Level 15 **RACV** Tower 485 Bourke Street Melbourne VIC 3000

+61 3 8686 6000

www.nortonrosefulbright. com

Practice Areas

Litigation

Insurance, Employment & Labour

Construction

Banking & Finance

Financial Restructuring & Insolvency

Real Estate

Corporate

Workplace Culture & Work Environment

Our values of quality, unity and integrity are the foundation of our culture. Our focus is on providing consistently high quality legal services to clients across the business as industry experts. We operate in a team culture, collaborating and sharing information and knowledge across disciplines and markets to achieve the best results for our clients. We value our people - they are our most important asset and we promote a culture of respect for each individual. We build long term relationships with our clients and colleagues by being trustworthy, open and fair. We value our culture and work hard to preserve it.

We acknowledge that flexibility and responsiveness in serving our clients and meeting our business objectives are fundamental to our continued success. We also recognise that everyone in the business has responsibilities outside of work and that providing flexible work arrangements can assist in achieving an appropriate balance between responsibilities at work and personal responsibilities outside of work.

In addition to flexible working arrangements, we offer employees purchased flexible leave and have a social club that regularly runs events for its members and supports attendance at various charity and sporting events across the country.



Typical Clientele

We acted for Vodafone Hutchison Australia on one of the largest ever mergers and acquisitions in the Australian telecommunications industry, being its announced transaction with TPG Telecom. The new merged entity will have a pro forma enterprise value of approximately AU\$15 billion.

The Norton Rose Fulbright team provided M&A, competition, commercial, regulatory, equity capital markets and joint venture advice and drew on a deep understanding of the technology and telecommunications sector. The team advised Vodafone Hutchison Australia on the scheme implementation deed, structuring of a joint venture, regulatory matters and all other legal issues underpinning the deal.

Stand Out Features

Our graduate program provides you with the opportunity to do a six month secondment in one of our offices. So far, our graduates have done secondments in the United Kingdom, Singapore, Hong Kong, Dubai, South America and the United States of America.

Knowing how our clients' business works and understanding what drives their industries is fundamental to us. Our lawyers share industry knowledge and sector expertise across borders, enabling us to support our clients anywhere in the world.

We have a strong commitment to diversity and inclusion. We aim to be an employer of choice worldwide by valuing difference, promoting a culture of respect for each individual, and encouraging workforce diversity in all aspects and at all levels.

We offer education assistance support to all staff and design and deliver development programmes addressing our employees' specific needs. Our award winning International Academies are delivered to Associates, Senior Associates and Special Counsel at the relevant stages of their career.



Firm Values

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

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

Unity – We share our knowledge and we work to support one another across teams and borders, because our team culture makes us who we are.

Integrity - We're trustworthy, open and fair. We respect colleagues and clients deeply, and we work to the highest ethical, professional and business standards.

Pro Bono & Community Involvement

We focus our CSR efforts in support of human rights, Indigenous rights, rights of the LGBTI community, rights of women and children, rights of homeless people and rights of those in the community who are otherwise less fortunate. We do this through pro bono legal support, charitable giving and fundraising, volunteering, our environmental sustainability initiatives and through the actions and initiatives identified in our Reconciliation Action Plan (RAP). Our Graduates can also participate in a 6 month pro bono rotation.

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

Melbourne 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

8 July 2019 - Applications open 11 August 2019 - Applications close 9 September 2019 - Interviews commence 10 October 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

NORTON ROSE FULBRIGHT



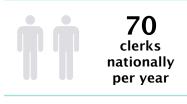




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The Clerkship Program

1 Intake 4 weeks in Nov/Dec



Contact

Gabby Sujevich Human Resources Coordinator

gabby.sujevich@ nortonosefulbright.com

Deadline 11 August 2019

Apply online

- Cover letter
- C٧
- Academic transcript
- Two interviews
- Information session

What does the firm look for in a clerk?

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

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

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

Although academic achievement is important it is considered in the much broader context of your other life experiences.

What type of work can a clerk expect to undertake?

Our summer clerkship program offers a real taste of life as a graduate, including: attending clients meetings and teleconferences, visits to court, research, preparation of court documents, drafting deeds/ contracts, discovery and much more.

There will also be additional activities for you to take advantage of including:

- Key skills training with our Learning and Development team •
- Q&A sessions with our leaders .
- Presentations about practice areas and deals
- Networking and social events

How can a clerk stand out during the program?

- Be authentic and bring your whole self to work •
- Be curious and get to know your practice groups and the firm
- Be proactive and willing to take on all tasks
- Be involved in team and firm events and activities







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The Graduate Program

Number of Rotations 2 6 month rotations

Number of Graduates

15 - 20nationally

Offers Priority given to previous clerks

We have designed the graduate program to give you the widest exposure to our world. It features a minimum of two rotations across twelve months, each of which will broaden your understanding of our work, our clients and our global reach.

When you commence as a graduate, we will support your Practical Legal Training through the College of Law. You will receive onsite training, study leave allowance and the cost of your course covered.

You will also be eligible to apply for a 6 month rotation to one of our international offices.

Throughout the graduate program, we provide in-house specialist training through our world-class global learning and development framework. Our training will build your career both as a lawyer and a business adviser. In addition to all of this, we will provide you with all the support, insights and advice you could possibly need to help you realise your potential and decide on your future direction.



DLA PIPER GILBERT SMITH SMITH SALLESONS MINTERELISON

PwC

2 Riverside Quay Southbank VIC 3006

+61 3 8603 1000

www.pwc.com.au/student

Practice Areas

Corporate

Workplace

Projects and Finance

Regulatory

Digital

Workplace Culture & Work Environment

PwC has a dynamic and values-driven culture underpinned by its global purpose to build trust in society and solve important problems.

PwC embraces leading-edge technology, provides state-of-the art, modern facilities and a deep commitment to market-leading peoplecentric programs, policies and initiatives which inspire other professional services firms (including law firms) and drive real change. PwC strongly believes that successful people prioritise health and wellbeing. PwC's Wellness Centre of Excellence comprises a dedicated team of health professionals focused on delivering physical, mental, meaningful, emotional and cultural connections at PwC.

PwC has created an optimal environment for its people to collaborate, innovate, learn and, most importantly, thrive. This is why we are consistently voted the 'Best Place to Work' and the leading 'Top 100 Graduate Employer'. We are also GradConnection AFR's Most Popular Legal Clerkship Employer 2019.

"PwC encourages a more entrepreneurial spirit and innovative ways of thinking. PwC's lawyers are powered by new technology, dynamic workplaces, flexible working, a clear focus on wellbeing and making a positive social impact." - Luke Sayers, CEO, PwC.

Typical Clientele

PwC's Legal team delivers high quality, technically accurate and commercially aware legal solutions to our clients' most challenging problems. We often work closely with multidisciplinary teams at PwC to deliver fully integrated legal and commercial results, making our legal practice truly unique. Our clients include multinationals, ASX top 200 companies, 422 of the Fortune Global 500 List, new and emerging startups, governments, family businesses, NGOs and private individuals.



Stand Out Features

PwC Legal is the fastest growing legal practice in the Asia-Pacific region and our global network has more than 3,500 PwC lawyers across 97 countries.

Our Legal team has been built from the ground up, with the benefit of global, top-tier and best practice leadership, expertise and experience. We actively invest in, nurture, develop and promote talented lawyers.

We often work closely with multidisciplinary teams at PwC to deliver fully integrated legal and commercial results, making our legal practice truly unique.

#1 Acritas ranking for Alternative Law (with a perfect score of 100 points).

Pro Bono

PwC's people are encouraged to harness their skills, experience, technology and networks to deliver positive social outcomes, including through pro bono work and broader social impact initiatives. For detailed information about PwC's extensive social impact activities, please see https://www.pwc.com.au/about-us/social-impact.html.

PwC is a signatory to the National Pro Bono Target set by the Australian Pro Bono Centre, which encourages an average of 35 hours per lawyer, per annum. Our lawyers advise a number of community, charitable and not-for-profit (NFP) organisations. We are also active participants in Victoria's YouthLaw Legal Pod Program.

Diversity & Inclusion

PwC believes that the only way to live our global purpose – to build trust in society and solve important problems – is through inclusion and diversity. We know that when people from different backgrounds and different points of view work together they create the greatest value – for our business, our clients and society. We foster and encourage a workplace in which all of our people feel valued and inspire others. PwC has well–established, respected diversity policies, programs and initiatives supporting flexible working, gender equality, the LGBTI community, people with disabilities and cultural diversity (amongst others).



The Clerkship Program

What does the firm look for in a clerk?

We welcome clerks from all types of backgrounds, bringing their own unique life experiences to our team. We look for confidence and authenticity, passion in what you do and want to do and willingness to learn how to apply your legal skills in a practical and collaborative way.

2 Intakes December July

8 – 12 clerks per year

Contact

Anthony Takyi Campus Recruitment Manager

nationalcampus recruitment@au.pwc.com



Deadline 11 August 2019

Apply via online

- Online application
- Online assessment
- Digital interview
- Assessment centre
- Partner interview

What type of work can a clerk expect to undertake?

Clerks can expect to undertake:

- Drafting preparing advice, reports and contracts;
- Meetings preparing for and attending client meetings, conference calls and internal discussions;
- Data collation managing requests for information, reviewing client documents and conducting necessary searches;
- Research researching law and commentary;
- Project support assisting with project and document management, ensuring filing is in order and maintaining document checklists; and
- Pitches and proposals drafting proposals for prospective clients and upcoming deals.

How can a clerk stand out during the program?

We look for clerks who are curious and enthusiastic about providing high quality legal services in an innovative way. We value entrepreneurial spirit and thinking holistically about a client's situation, needs and solutions. Our clerks are assessed against the competencies in our global framework, the PwC Professional. All PwC people (from clerk to Partner) are expected to demonstrate:

- Whole leadership, the ability to lead, to make a difference and deliver results;
- The ability to build genuine, trust-based relationships;
- Business acumen, the ability to bring business knowledge and awareness;
- Technical capabilities, which create value for clients and PwC; and
- Global acumen, transcending boundaries of geography, politics, race and culture.





Number of Rotations 2 6 month rotations

Number of Graduates 6 - 8

Offers Previous clerks only



www.facebook.com/ PwCAUStudentCareers



www.linkedin.com/

company/pwc-australia

@pwc_au

Our graduates work across our Corporate, Workplace, Projects and Finance, Regulatory and Digital practice areas. Our graduates have an unparalleled opportunity to have 'hands on' involvement in various multidisciplinary transactions and engagements from the very start. Our graduates benefit from extensive legal, technical and professional development (including College of Law) opportunities and training to support future progression. Graduates will be supported by a 'Buddy' to help navigate PwC as well as an assigned Team Leader who will offer coaching and mentoring.





Create Yourself

Where are you going next?

Choosing the direction of your legal career is never easy.

With PwC, we'll help you every step of the way to create a path that meets your purpose. You'll join a collaborative and innovative community, where you'll help bring to life the fully integrated legal and commercial services that make our multidisciplinary legal practice truly unique.

Where are you going next?

Find out why we're the AFR's Most Popular Clerkship Employer 2019 **pwc.com.au/careers**





Discover your potential



Seasonal Clerkship Program

Our Seasonal Clerkship Program is designed to give you a taste of life at Russell Kennedy. It's a great insight into working here, especially as a lawyer starting out.

We've designed the program to be informative and interesting, and help you decide whether you'd like to apply for a Law Graduate position. You'll be partnered with a mentor who'll ensure you get the most out of your time with us.

You'll be doing client work — like drafting correspondence, assisting with research, attending court and participating in client meetings. You'll also be able to participate

in our in-house seminars for professional development and spend time with our current Law Graduates to learn about their experiences, challenges and triumphs.

For further information visit: russellkennedy.com.au/careers





G GILBERT SMITH S

Russell Kennedy

Russell Kennedy Centre Level 12 469 La Trobe Street Melbourne VIC 3000

+61 3 9609 1555

www.russellkennedy.com.au

Practice Areas

Corporate & Commercial Advisory

Dispute Resolution

Family Law

Information Technology

Intellectual Property

Mergers & Acquisitions

Personal Injury & Compensation

Planning & Environment

Pro Bono

Property & Development

Prosecutions

Public & Administrative Law

Regulatory

Statutory Interpretation

Wills & Estates

Workplace Relations, **Employment & Safety**

Workplace Culture & Work Environment

At Russell Kennedy we are very proud of our collegial culture and we work hard to recruit people that we believe will flourish in our environment.

We recognise the importance of obtaining successful work-life integration. The firm's greatest asset is its employees, therefore it is important that we create an environment that supports a diverse and flexible workforce. We encourage a professional and committed work ethic, while recognising the importance of an enjoyable working environment and balanced lifestyle.

We promote our work-life integration by having a flexible working policy, which provides all staff with the opportunity to apply for flexible working arrangements. The firm has adopted an 'all roles are flexible approach' unless there are reasonable business grounds why the role cannot be flexible. These arrangements can be to assist with an employee's childcare requirements, to assist with looking after elderly family members, or other personal commitments such as their local church, community centre or sporting activities.

The firm has an active Health and Well-Being Program, which offers staff seminars on health related issues, a discounted gym membership, flu shots and an Employee Assistance Program for staff and their families to name a few.

We also have a number of sporting teams which staff can participate in, these include:

- Cricket;
- Netball:
- Triathlons: and
- Fun runs.



Typical Clientele

Russell Kennedy works for a broad range of clients. Our clients are from all levels of government, private and public companies and not-for-profit organisations.

We have significant experience across the following industry sectors: Aged Care and Retirement Living, Community Services, Health, Property Development, and Government sectors.

Stand Out Feature

At Russell Kennedy you'll receive hands-on experience, quality mentoring from senior and junior lawyers and access to valuable learning opportunities. Our employees get to work on projects and with clients that matter. Our size means that everyone is valued and has the opportunity to do meaningful work that they enjoy. We are collaborative in our approach in setting clear career goals, expectations and plans for all employees and provide extensive training and development opportunities. We have a dedicated Health and Wellbeing Program, and a genuine commitment to diversity, inclusion and gender equality.

Our people are committed to making a difference for our clients, and delivering lasting change for our community.

In early 2019, Russell Kennedy (Melbourne) and Aitken Lawyers (Sydney) merged to create a 260-strong practice. The merger strengthens our client offering, expands the locations we can service clients and allows us to deliver a greater depth of expertise.

We build long-standing relationships with our clients and work hard to attract and retain the best people. Our two firms share similar cultures and values, and both are committed to making a difference through our work across industry sectors that matter to communities.



Diversity & Inclusion

Russell Kennedy promotes a workplace culture that actively embraces and fosters diversity and inclusion. Our aim is to create an environment at Russell Kennedy that is characterised by equal access and respected participation of all groups and individuals. This is regardless of cultural, ethnic, racial, gender, age or religious differences, personal circumstances, abilities and disabilities, socioeconomics and sexual orientation.

We want our people to feel included and confident in bringing their whole selves to work, to an environment where their talents are nurtured, empowering them to contribute to the success of the firm.

Russell Kennedy is proud to be an equal opportunity employer and has a number of initiatives to ensure that we continue to actively encourage diversity in all its forms.

In 2019, we were pleased to once again be publically recognised as an organisation committed to gender equality, being granted an Employer of Choice for Gender Equality (EOCGE) citation by the Australian Government statutory agency, Workplace Gender Equality Agency (WGEA).

Our commitment to inclusion and diversity is evident with Russell Kennedy forming a Diversity & Inclusion Committee. The Committee sets the firm's diversity and inclusion strategy and sponsors initiatives to promote diversity in the workplace.



Pro Bono

As experienced and enthusiastic supporters of pro bono, at Russell Kennedy we are committed to make a difference and create positive change in our community. We see pro bono as an ethic of service to the legal system, democracy and the public good. In addition to the traditional pro bono legal services our lawyers perform, many of our staff also volunteer their time with committees, boards and various community-focused roles.

For Russell Kennedy, pro bono legal work involves the provision of free legal services, which will enhance access to justice for disadvantaged persons or organisations and/or promote the public interest. We provide pro bono legal assistance to not-for-profit organisations, disadvantaged and marginalised people, and to refugees and asylum seekers. We are committed to providing access to justice for people and to strengthening the capacity of organisations to provide pro bono legal services within their communities. Russell Kennedy actively identifies areas of unmet legal need and develops programs to address those needs in consultation with the broader community of Community Legal Centres and Legal Aid organisations, as well as Law Institute of Victoria committees and other key bodies.

Since 2011, Russell Kennedy has been a signatory to the Australian National Pro Bono Target of 35 hours per lawyer per year, and we have proudly exceeded the Target in recent years. In FY15/16, the firm delivered 42 hours of pro bono legal services per lawyer, in FY16/17 48 hours per lawyer, and in FY17/18 36 hours per lawyer.

We assess pro bono referrals in light of their relevance to human rights principles. We also pay tribute to our staff through the annual presentation of our Pro Bono Award to a member of our team who has significantly contributed to our pro bono efforts.

Our Seasonal Clerks will have the opportunity to preference and rotate through our Pro Bono team.

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GILBERT SMITH MALLESONS MinterEllison

The Clerkship Program

3 Intakes 4 weeks in Nov/Dec 4 weeks in Jan/Feb 3 weeks in Jun/Jul

25 –30 clerks per year

Contact

Britt Giles People & Culture Officer

bgiles@rk.com.au



Deadline 11 August 2019

Apply online

- Phone interview
- Face to face interview

What does the firm look for in a clerk?

Naturally a sound academic record is an important starting point, however we also look for other attributes such as extra-curricular interests and life experiences outside of your studies. These may include things such as previous work experience, volunteer work, travel, sporting or cultural interests.

What type of work can a clerk expect to undertake?

Our Seasonal Clerkship Program is designed to give you a real taste of life at Russell Kennedy. We have designed the program to be informative and interesting to help you decide whether you would like to apply for a Law Graduate position.

From the outset, clerks are paired with a Mentor and a Buddy in their allocated Practice Group who will ensure that they receive the necessary support to get the most out of their time with us.

Our clerks will be doing real work such as drafting correspondence, assisting with research, attending court and participating in client meetings.

What other opportunities are offered to clerks?

Clerks will also be able to attend our in-house seminars for professional development and spend time with our current Law Graduates to learn about their experiences, challenges and triumphs.

We also encourage our clerks to get involved in the Pro Bono work available at Russell Kennedy.

How can a clerk stand out during the program?

We like to see that you have done some prior research about Russell Kennedy, the type of work we are actively involved in and can clearly explain why you would like to work here. We also want to see that you are able to balance your work and study with other interests.







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The Graduate Program

Number of Rotations 4 3 month rotations

Number of Graduates 6 – 8

Offers Previous clerks only



www.linkedin.com/ company/russellkennedy

@RussellKennedy

The Law Graduate Program involves four rotations for three months each. Law Graduates rotate through each of the firm's practice group areas, which ensures that they are given the opportunity to gain maximum exposure and experience in each of the areas by the end of their Graduate year. Ideally by the end of the program, Law Graduates can make an informed decision on which practice area they might like to settle in.

Upon commencement, Law Graduates are allocated a Principal Supervisor for their graduate year. They meet with their Principal Supervisor on a regular basis to ensure they are up-to-date with their SLT workbook and that they have reached the appropriate level of competence.

In addition to this, we also allocate the Law Graduates a Buddy and Assistant Supervisor for each rotation. They will both assist with the transition from university to full-time employment.







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Thomson Geer

Level 39 **Rialto South Tower** 525 Collins Street Melbourne VIC 3000

+61 3 8080 3500

www.tglaw.com.au

Practice Areas

Corporate & Commercial

Taxation

Banking & Finance

Litigation & **Dispute Resolution**

Property, Projects & Environment

Construction

Employment & Workplace Relations

General & Workplace Insurance

Workplace Culture & Work Environment

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

We work hard to enhance this culture through transparent, authentic communication, and by ensuring we are respectful and accountable to each other every day to provide an environment where our staff can grow personally and professionally.

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

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

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



Typical Clientele

Our clients are principally spread across four classifications:

- ASX Top 200, mid and small caps
- Major global foreign corporations
- Government
- Large and medium private companies

We work closely with and are retained regularly by 10+ ASX Top 200 corporations, 40+ ASX listed corporations, 50+ large and medium private corporations, 10+ Government enterprises, and we provide regular representation to the Australian interests of 10+ major global foreign corporations. Their industry coverage includes banking and finance, construction, private equity, property development, oil and gas, telecommunications, aviation, agricultural investment, healthcare, life sciences, mining and transport and logistics.

The nature of our legal assignments is what you would expect of a large corporate law firm. Thomson Geer is regularly engaged on challenging and complex work.

Stand Out Features

We are not the only large law firm in Australia that:

- is retained for similar quality work by similar client classes; and
- has a deep cultural commitment to the highest ethical standards and strong independent Australian legal counsel.

We do, however, believe we are amongst a select class of large Australian law firms that offer a depth of quality legal skills and know how across Australia coupled with strong value driven standards and settings.

We have access to high quality work for major institutional clients in sectors such as banking, construction, energy, health, telecommunications, property development and gaming and leisure. This provides our lawyers exposure to excellent work while maintaining small teams where each lawyer gets to develop and learn from senior lawyers, including Partners.



Innovation

Thomson Geer embraces the competition which is challenging many within the legal market. We are a firm which agrees we should look and act more like our clients – lawyers are not 'special'. Gone are the traditions of wigs, gowns and always aspiring to the corner office. A modern law firm invests substantial sums in technology and training and is using modern delivery methods, has flexible staffing and working arrangements, just like many of our clients.

We take risks alongside our clients and innovative pricing is no longer unusual.

NewLaw has been driven by competition in our market and our competitors now include accounting firms, international law firms, boutique firms and labour hire law firms.

Thomson Geer has a diversified practice and is a stable quality firm. This, together with our deep expertise and commercial approach, ensures Thomson Geer is well placed to strongly compete in the changing market. We're enjoying it!

Pro Bono

We understand the importance of giving back to our community. We seek opportunities to provide support for worthwhile causes, and provide pro bono legal advice to marginalised and disadvantaged groups, to help ensure that all members of our community have access to legal representation and advice.

Thomson Geer is a signatory to the National Pro Bono Resource Centre's aspirational target of 35 hours of pro bono legal work per practitioner per year (in fact, our lawyers can spend up to 50 hours per year on approved pro bono matters and receive financial credit for this time). We are constantly looking for ways that we can connect our lawyers with pro bono opportunities that will utilise their skills to make a meaningful contribution to our local communities.

Engaging in pro bono work is rewarding for both our communities and our lawyers. Those who engage in these activities are often exposed to experiences, clients, areas of law, and procedures that are not accessible in their everyday job.

We provide pro bono services to many clients aligned with the firm's priorities and positioning, and also work with a number of structured pro bono referral programs such as Justice Connect and Homeless Persons Legal Service.

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ADVICE | TRANSACTIONS | DISPUTES Domestic & Cross Border



ARRIVE... AT A LARGE AUSTRALIAN CORPORATE LAW FIRM

Sydney Melbourne Brisbane Adelaide

WHY CHOOSE US?

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

How does this happen? From day one, you'll be an active member of the team, working directly with experienced practitioners. We also want you to enjoy your time with us – there are lots of social events you can join, and what better way for you to get to know your colleagues?

WHAT IT'S LIKE TO WORK FOR US

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

We work hard to enhance this culture through transparent, authentic communication, and by ensuring we are respectful and accountable to each other every day to provide an environment where our staff can grow personally & professionally. Our clients are at the centre of everything we do; so it is not only the openness we demonstrate in our dealings with each other, but also the well-established and trusting relationships we have with our clients, which make Thomson Geer a great place to work.

DEVELOPING YOU

We will dedicate time to your development as an up-and-coming lawyer in our team: an investment in you is an investment in our future, and the future of our valued clients.

You will find that our partners and staff are approachable and happy to share their knowledge and experience with you. We encourage our clerks, graduates and trainees to get as much exposure to different practice areas and ways of working as they can – this is a reflection of how we work as a wider organisation; a fully integrated, cohesive, national team.

ARRIVE... AT THOMSON GEER

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

Applications open **8 July 2019** via cvMail or our website.

FINALIST

Most popular clerkship employer award

AFR 2019

Allens > < Linklaters Arnold Bloch Leibler





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The Clerkship Program

2 Intakes 4 weeks in Nov/Dec 4 weeks in Jan/Feb

18 - 20 clerks per year

Contact

Philip Shoppee Acting People & Devlopment Advisor

p&d@tglaw.com.au



Deadline 11 August 2019

Apply via cvMail

- Cover letter
- CV
- Academic transcript
- Short answer Qs
- Video interview
- Networking evening

What does the firm look for in a clerk?

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

We are especially keen to talk to students who have an additional technical degree.

Our clerks are curious, hungry to learn and committed to constant innovation and improvement. When we receive a clerkship application, these are the things that make you stand out from the crowd:

- Demonstrating an understanding of, and interest in, the • commercial environment, as this helps our clerks contribute to the success of our clients.
- Demonstrating a dedication to pursuits outside of your university • studies. Whether it be in work or community interests, being able to show that you constantly seek opportunities to contribute more than is expected - in both your personal or professional pursuits. We hold in high regard a commitment to continuous selfimprovement.
- We look for a strong work ethic in our clerks, so we look for an application that is able to demonstrate that.
- And importantly, be yourself. Inject your personality into your application, so we get a feel for how you would fit into our firm!

All of our clerks are viewed as potential graduates, and all of our graduates as potential leaders. We therefore look for the same qualities in our clerks and graduates that our lawyers need to possess.



What type of work can a clerk expect to undertake?

We offered a structured program where clerks learn through a combination of hands-on experience, training and coaching and observation.

During your clerkship with Thomson Geer you will:

- Undertake meaningful work for real clients, including opportunities to attend client meetings, observe court proceedings, conduct legal research, draft correspondence and court documents and develop technical skills in areas such as drafting, due diligence and disclosure;
- Have the assistance and support of a supervising Partner and a junior lawyer who remembers what it was like to be a new clerk and can act as a buddy/mentor;
- Have weekly catch ups with your buddy and with People & Development;
- Have secretarial support and access to fantastic technology and research resources;
- Participate in a formal performance review process with your supervising Partner and buddy to reflect on your development and capture feedback from your colleagues.

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ARRIVE... AT A LARGE AUSTRALIAN CORPORATE LAW FIRM

Sydney Melbourne Brisbane Adelaide

FINALIST Most popular clerkship employer award

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"Thomson Geer has provided me with the exciting opportunity to be engaged directly with clients, helping solve real issues and provide value-add services. Importantly, the summer clerkship

program and the graduate lawyer program, afforded me an opportunity to choose a career path after being exposed to a range of different practice areas."

Some of our past grads talk about

their experience with us...

Thomas Honeywill, Lawyer

ARRIVE... AT THOMSON GEER

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

Applications open **8 July 2019** via cvMail or our website.

"One of the things I love most about my job is that, by working for a number of partners, I am

involved with a variety of matters and am able to learn from each partner's different approach



and perspective. I like the fact that I have new challenges to tackle every day, and I am able to play a part in solving some huge problems for our clients." **Penny Carter, Lawyer**





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The Graduate Program

Number of Rotations 3 4 month rotations

Number of Graduates

15 - 20 nationally

Offers Priority given to previous clerks



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@thomsongeer

Students who complete a clerkship with us will be eligible to be considered for a position in our next graduate program, commencing 2021. In Melbourne, we offer our graduates the opportunity to complete a Supervised Workplace Traineeship (SWT), which runs for 12 months and includes rotation among different practice areas to expand your skills across a range of practice areas, and help determine the area of law which best suits you.

All Thomson Geer graduates complete comprehensive training inhouse, as well as structured external training which will support them to become well-rounded and technically competent practitioners, fully gualified to gain admission to practice.

Secondments and interstate travel are offered to graduates if business needs require these arrangements.

Our graduates are provided with considerable access to our Partners, resulting in unparalleled learning and development opportunities. You will have access to a high level of information to assist in the development of your commercial career, and will be mentored by senior lawyers and supported by junior staff.

Most importantly - your supervising Partner will be genuinely interested in and committed to your success and the progression of your career towards admission and beyond.

Practice Areas







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Major Projects & Construction



Kate Grutzner Lawyer **Clayton Utz**

Why Major Projects & Construction?

Clayton Utz's Major Projects and Construction practice is one of the leading construction practices in Australia. The team has a fantastic range of clients - Federal and State Government departments, major multinational companies, and large contractors - and works on high-profile building and infrastructure projects around the state and the country. The firm is particularly well placed to provide a unique insight into what it's like to do work with various Government departments, and this is something anyone looking to engage with that kind of work should consider.

The firm offers both transactional ("front-end") and dispute ("back-end") services, and although most lawyers specialise in one of these areas, both teams work very closely together and provide their insight to achieve the best possible outcomes in both drafting agreements and resolving disputes. As a junior, you will get to experience both advisory and litigious work which will make you a more wellrounded practitioner, and will better inform your understanding in the area that you decide to pursue.

Clayton Utz advises a range of clients in the of development and implementation the documentation and arrangements that allow major projects and infrastructure to be built and run. The firm is particularly well known for its work on Public Private Partnerships (PPPs) which bring together the public and private sectors to build major infrastructure - many of the roads, railways, ports, prisons, courts and hospitals around the state and the country were built under this model, and Clayton Utz is at the forefront of this area.

The skills you learn are invaluable - helping bring together a range of parties to achieve not just a commercial outcome but also an outcome that is for the public good, drafting incredibly complex agreements and seeing the results of your work in

a really tangible way. Construction disputes often involve areas of law beyond construction law, such as contract, tort, insolvency and corporations law, so the work is diverse, challenging and exhilarating. In addition to gaining court experience, construction disputes often pass through negotiation, mediation and arbitration before ending up in court. This gives you a broad range of experience and skills in a market where litigation is often a last resort.

Why Clayton Utz?

Working in the construction team at Clayton Utz provides not only the opportunity to work with supremely talented lawyers and barristers on a daily basis, but the work is exciting, interesting and often involves large teams of people. There is nothing more satisfying than working on a dispute or contract with a large team and seeing all your hard work and collaboration resulting in a deal reaching close or a dispute being settled. Working in Clayton Utz's construction team, you will often drive along roads you've provided advice on and walk past buildings that you wrote the contracts for. Seeing and using the tangible outcomes of the work you do around the city and the country is really satisfying. Because of our reputation, you will get exposure to some of the most high-profile and cutting-edge work a lawyer can do.

If you want to really get to know these fantastic clients inside and out, many lawyers in the team have the chance to undertake secondments, gaining a unique insight into the client's perspective, and a much deeper understanding on how best to service clients. I spent six months at the Office of the Coordinator-General, the government office that oversees four of the State's flagship infrastructure projects - the Level Crossing Removal Project, the Metro Tunnel Project, the Western Distributor Project and the North East Link Project.



This opportunity gave me a behind-the-scenes look at many of the opportunities and challenges that our clients face and a real sense of the value of the services that we provide as lawyers – which on the projects we work on are never just legal.

The Clayton Utz construction team has something for everybody – both transactional and disputeresolution opportunities, getting to work with some of the best lawyers and clients in the business, including many Government clients, secondment opportunities, and the chance to see the impact that you and your team have made out in the real world.





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Global Loans: Banking & Finance



Anthony Pitruzello Lawyer Ashurst

Who are the Banking and Finance team and what do we do?

OK, so, the banking and finance group does more than just contracts (today I wrote a piece of advice on the implications of a Chapter 11). I mean, most days I do in fact just write contracts (which I like!), but there's scope for so much more. Others in the team give regulatory advice to start ups or practice the art of derivatives (just another type of complex contract) or help a company negotiate a restructuring or workout situation. We're the Brady Bunch, a continuum from front-end transactional work to back-end litigious work, with advice all along the way.

In all seriousness though, there are broadly four main fields: (1) general corporate finance (think project finance, acquisition and leverage finance, corporate finance, property finance, so much finance); (2) structured finance and derivatives (basically instruments made available to sophisticated investors in the debt capital markets); (3) financial regulatory teams (from retail to corporate, start up to multinational, Bitcoin to DogeCoin); and (4) insolvency and restructuring (they do both frontend debt trading and more litigious stuff - good mix).

Day to day?

I fall into field (1) above - general corporate finance. I'd say I work principally across the acquisition and leverage finance, project finance, corporate finance and property finance streams (there are others, like aviation and equipment finance and trade receivables, but I personally haven't historically done much of this work. The Australian Don of aviation finance is in my team, however).

In the last 12 months, I've worked on practically every privatisation in the country, some of the major public and private acquisitions (as counsel to the lenders or the bidder borrowing to acquire), on some huge property transactions (the new "Pantscraper" tower being constructed in the city) and more.

So, day to day - drafting, lots and lots of drafting, and probably a smattering of project management. If you're a wordsmith and like putting words together, then banking could be for you. A project comprises loan and other support documents and, eventually, the flow of funds from lender to borrower (always the aim!). Accordingly, many emails and calls getting instructions from clients (or explaining comments from the other side on a document), calls with all parties (lender side and borrower side, sometimes with their other corporate advisors), face-to-face meetings. You get the picture, there's a lot going on!

It's probably the area of law where junior lawyers have the most autonomy and responsibility - you'll take carriage of discrete tasks from day 1 in the team, whether that be one document in particular or a workstream. It'll be yours, and you'll be king of that domain.

Given the nature of the clients we work with, it's also a very social team - we work with our clients often, probably more than an M&A team for example. Companies always need finance, even if it's just for general capital working purposes, whereas the corporate teams will only advise a client on an acquisition every couple of years. There's a lot of repeat interaction with clients (especially for us, who are a predominantly lender side practice), which gives you scope to build great relationships with your clients (and means that we're actively encouraged to go for coffees, drinks, brainstorm other events to invite our friends / clients to).



Do you need a commerce degree?

No – I'd hazard that most banking practitioners don't have a commerce degree. Even if they do, it's only a comparative advantage for a while – everything you need to know, you'll pick up on the job. Law is a vocational career (and we have some fantastic senior lawyers to show you the ropes).

Who's it for?

Everyone. Seriously though, if you like the go go go, can work collaboratively in a team to meet deadlines (but also, sometimes, independently and with autonomy), enjoy banter with colleagues (and clients, alike), have attention to detail and think commercially (eg is this just a lawyer point that no one cares about?), then you should seriously consider at least a rotation in banking.

How does Ashurst play in the field?

Ashurst has one of the largest and most wellrespected groups of banking specialists in the Asia Pacific region. We are one of only a small handful of elite firms to feature on every major legal panel in the Australian finance market and we advise some of the world's leading financial institutions, private equity sponsors, corporates and governments across the Asia-Pacific region (meaning lots of cross-border work).

We are a leading transactional banking and finance practice with speciality in practically all the areas you could imagine – regulatory, project finance, acquisition and leveraged finance, securitisation and debt capital markets, asset finance and corporate and property finance. We are consistently ranked tier one in the field in all the major directories (and I'm fortunate enough to work with a number of partners who are, individually, ranked tier one).

Tips for clerkship success

Be self-aware and remember that first impressions count

- In locations with multi-clerkship opportunities, a 3.5 to 4 week clerkship is essentially a long interview for a graduate position
- Consider your personal brand and how you want to be perceived and remembered in terms of your strengths and fit with firm
- A great attitude, enthusiasm for any sort of task and the ability to quickly build rapport with others goes a long way

Show initiative and seek opportunities

- What do you want to get out of your clerkship? What do you want to learn about the firm and what work do you want to get involved in?
- Take the initiative to get to know your team as well as other practices across the firm, meet as many people as possible and try to get involved in different types of work, projects and activities

Keep your supervisor updated on workload and schedule

- Communication is key in a law firm. Take on a variety of work for different people across the team, but don't forget the importance of managing your priorities and keeping your work providers up to date
- Clerkships involve a number of training sessions and other activities so it's important to keep people informed as to where you will be if you are away from your desk for a long period of time

Remember to request feedback after completing tasks

- A clerkship is a great opportunity for you to learn and develop your legal knowledge and skills
- Take the time to follow up your work providers and get their thoughts on the work you have completed - however be aware of their workload and the timing of asking for feedback
- Acting on this feedback is a great way to demonstrate your ability to learn quickly – a key skill for junior lawyers

Develop your networks – speak to as many people as possible

- As well firms looking at your abilities and fit to the firm, it's also your opportunity to find out if this is the place you want to start and establish your career
- Take every opportunity to meet people from across the firm to learn about the practice groups and if they are people you would like to work with in the future
- Lastly, take the time to get to know your fellow clerks you may be colleagues one day

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Ready to explore our world?

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Competition & **Regulatory** Law

Matthew Lees and Gab Sakall Partner and Lawver Arnold Bloch Leibler



Competition law is a growing and exciting area of the law. It affects big businesses, small businesses and consumers.

Log on to a news site and read about:

- the latest big corporate merger and whether it will be approved by the ACCC;
- the policy debate about whether Google and Facebook have too much market power;
- the ACCC suing businesses for misleading or ٠ deceptive conduct against consumers.

Competition law covers areas including:

- cartel conduct for example, competitors colluding to increase prices or divide up customers:
- dominant firms misusing their market power • to eliminate smaller rivals;
- mergers and acquisitions that reduce • competition;
- misleading or deceptive conduct, unconscionable conduct and consumer protection;
- regulation of major infrastructure and utilities. ٠

The ACCC has investigative powers to raid premises. secretly tap telephone calls and force people to be examined and answer questions under oath.

Competition lawyers undertake a wide variety of work, for instance:

- advising on the legality of proposed transactions;
- representing companies the subject of an ACCC investigation or court proceedings;
- seeking ACCC authorisation for a proposed merger or transaction;
- educating clients about competition law as part of their internal corporate compliance program.

"Competition law is a fast-paced, challenging and dynamic area of law that covers a broad range of legal disciplines. As a lawyer in ABL's competition team, I am involved in a variety of matters including ACCC investigations, advising on proposed transactions, and educating clients about compliance with competition law. If you enjoy analysing issues from a political and economic perspective, and are interested in gaining an intimate understanding of different markets, I would recommend considering competition law."



Lygia Engert, Lawyer

Arnold Bloch Leibler Lawyers and Advisers

Great minds think differently

From your very first day, you will work alongside thought leaders in the profession on important and complex cases that will provide opportunities to flex your thinking, offer direct input and gain in-depth knowledge.

Does this resonate with you?

For information about our seasonal clerkship and graduate recruitment programmes, visit our careers page **www.abl.grad.careers**









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Employment, Safety & People



Monique Failla Lawyer Maddocks

The Maddocks Employment, Safety & People (ES&P) Group is a large, lively and successful employment law team in Australia, with 7 partners, 3 special counsel, and a team of more than 30 lawyers and support staff across our Melbourne and Sydney offices. The ES&P Group is recognised in a number of leading legal directories with rankings for Employment and Workplace Health and Safety in the 2019 editions of Legal 500 Asia Pacific, Doyle's Guide and Chambers. Maddocks also received an Employer Choice for Gender Equality citation for the 15th consecutive year in February 2019, with 37 percent of the firm's partnership, and a remarkable 71 percent of the ES&P partnership, being women.

Who do we work for?

The Maddocks ES&P Group prides itself on offering expert, personalised, practical and unpretentious service across five primary sectors, including Education, Healthcare, Built Environment, Technology and Government.

We are one of the leading suppliers of legal services in employment law to the State of Victoria and its various departments and statutory authorities. Our leadership in government is demonstrated through the high profile and sensitive work we carry out for government clients, including our Federal government clients. We also work with a diverse range of private businesses and corporations across all of the above sectors, and our experience working with the private sector is the fastest growing component of the ES&P practice.

What sort of work do we do?

Our wide-ranging client base, the strength and depth of our experience, and our reputation in the above sectors means that we do varied, highprofile, interesting and rewarding work on a daily basis.

The Maddocks ES&P Group does both advisory work, as well as litigation work in both state and federal jurisdictions, in the various courts, tribunals and commissions. We work across all areas of employment and safety law, including antidiscrimination, enterprise bargaining, employment contracts, industrial relations, termination of employment and occupational health and safety.

This includes, assisting our clients to draft and negotiate the terms of enterprise agreements, and to advise on compliance issues (such as, the BOOT and mandatory and unlawful terms). We assist our clients to manage ill and injured workers, and to navigate notifiable incidents, WorkSafe prosecutions, Royal Commissions and Coronial Inquests. We represent our clients in general protections, unfair dismissal, stop-bullying, breach of contract and discrimination claims. We regularly advise our clients on effective performance and conduct management procedures and actions, on privacy and workplace health and safety obligations, and on rights and obligations under modern awards, enterprise agreements and employment agreements. We also regularly train, present and write for industry and government on topical issues, such as good faith bargaining, workplace investigations, and whistleblowing obligations.

The Maddocks ES&P Group also takes pro bono work very seriously. We work closely with organisations such as Justice Connect and other referral organisations, and we regularly advise pro bono clients on complex and sensitive complaints and decision review processes.

What work can you expect to do as a clerk, graduate and junior lawyer?

As a clerk, graduate and junior lawyer in the Maddocks ES&P Group, you can expect to be involved in all aspects of our practice. This means



that, from day one, you will carry out meaningful and challenging work, gain exposure to our clients, be given responsibility, support and guidance, and have regular access to our Partners.

Common tasks undertaken by the junior members of the Maddocks ES&P Group include:

- drafting letters and contracts of employment, enterprise agreements, and workplace policies;
- drafting emails and letters of advice to clients;
- assisting in witness interviews and drafting witness statements and affidavits;
- drafting submissions, applications and pleadings in various courts, tribunals and commissions;
- drafting responses to unfair dismissal, general protections and stop-bullying order applications;
- carrying out legal research and drafting research memoranda, eAlerts and presentations;
- drafting deeds of release for employment disputes;
- attending client meetings, drafting correspondence to clients, and assisting in the development and presentation of training materials to clients;
- preparing for, appearing as an advocate and instructing Counsel at, conciliations, mediations and hearings in various courts, tribunals and commissions; and
- assisting clients in the conduct of workplace investigations.

What skills or experience do you need to work with us?

The Maddocks ES&P Group is a diverse team of individuals from a variety of vocational and academic backgrounds, with different strengths, skills and experiences. For example, some of our lawyers and support staff have previously worked as law enforcement officers, photographers, social workers, retail sales assistants, and recruitment officers. This diversity in skills and experience is what makes the Maddocks ES&P Group relatable to our clients, innovative in the delivery of our services, and an interesting team to work within.

This means that you do not need any specific knowledge or experience to work with the Maddocks ES&P Group. Of course, it will be helpful if you have previously studied, or have work experience in, employment law or industrial relations. However, we do not expect our clerks and graduates to come into their rotation in the Maddocks ES&P Group with a bank of knowledge and experience in this area. We will provide you with all the training, resources, support and guidance necessary to carry out the tasks asked of you.

We think it is more important that you come into your rotation in the Maddocks ES&P Group with an active interest in industrial and employment issues, a genuine passion for working with people, your already well-honed research and analysis skills, and a positive 'can-do' attitude.





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Funds, Super & Wealth

Zoe Chapman Lawyer Allens

The Funds, Superannuation and Wealth (FSW) team is a specialist stream of the broader Corporate practice group at Allens. In short, its expertise is the law of 'managing other people's money' and, more broadly, financial services.

The team acts for some of Australia's largest superannuation funds, as well as a range of other institutional investors, such as sovereign wealth funds, pension funds and private equity funds from around the world. It also acts for financial services providers such as banks, insurers and fund managers.

The law of 'managing other people's money' is technical and complex, comprising legislation (such as the Corporations Act and superannuation legislation), interesting case law, and regulation. The FSW team also assists clients to navigate their relationships with the regulators (for example, ASIC and APRA). Often the team's area of law is at the centre of policy debate and reform, such as that arising from the Financial Services Royal Commission, and some aspect of its work will feature in the media.

Our clients need specialist legal advisers who understand them, and their industries. Institutional investors are becoming a dominant source of capital investment around the world, and are seeking more active and strategic roles in the investments they make. Superannuation funds in Australia, whose assets totalled \$2.7 trillion last year, are broadening their investment horizons. As technology progresses, our clients are investing in renewables, raising money with initial coin offerings, and operating global financial markets. The FSW team also specialises in complex fund structures (such as trusts and stapled structures), managed investment schemes and financial services regulation.

Due to our multi-disciplinary approach, we are able to build deep relationships with clients, and offer access to advisers from across the firm (for example, Mergers & Acquisitions, Real Estate and Tax). Allens' strategic alliance with Linklaters enables our clients to invest around the world, and for international clients to do business in Australia. For example, some of my biggest projects last year related to European clients preparing for the fallout of Brexit.

As a junior, I often work on a matter from start to finish – from the first client call, to correspondence and meetings with the parties, to signing or completion. Our work is both transactional and advisory, so I have developed solid drafting and research skills. In particular, this might involve drafting a set of agreements to effect a transaction, or researching a niche question and drafting a memorandum of advice.

The team is friendly and tight-knit, with an 'open door policy'. As a junior, I have been able to work closely with each member of the team, and soak up the expert knowledge of our Senior Associates and Partners!

You don't need a commerce or finance background to join the FSW team. Each month, specialised members provide 'junior training', to ensure we understand the basics; and every Wednesday, the national team has lunch, to discuss regulatory updates, recent cases, and the interesting matters we and our clients are working on.

The funds and superannuation sectors will only continue to grow, both in Australia and around the world. It is a dynamic and fascinating area of law, and an invaluable area of legal specialisation. Accordingly, the FSW team is a great place to start your legal career.

Great change is here.

Allens > < Linklaters

Are you ready?

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 opportunites 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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Family & Relationship Law



Family and relationship law is an increasingly technical and specialised area of law. Our department practises solely in this complex area, and our thirty-six family lawyers have significant expertise in all aspects of property and children's matters and related issues of family law.

We are a team of highly experienced family law solicitors and a leading provider of family and relationship law services in Australasia and internationally. We are ranked First Tier in Doyles Guide's Leading Family and Divorce Law firms in Australia 2017 and 2018, and our partners are also recognised as the best lawyers in their field by Best Lawyers in Australia and Doyles Guide.

Our areas of expertise include:

- matrimonial property proceedings in the Family • Court of Australia dealing with an adjustment of property interests (acting for the parties to a marriage as well as third parties such as parents, companies etc.)
- property proceedings arising out of the ٠ breakdown of de facto relationships and same sex relationships
- children's issues including contested residence and contact cases (custody and access) and specific issues dealing with a variety of matters including interstate and international relocations, freedom of movement cases, schooling and medical issues
- child support and child maintenance matters •
- spousal maintenance proceedings •
- domestic violence matters
- divorce proceedings ٠
- cohabitation agreements and separation . agreements
- artificial conception legal issues
- step-parent adoptions •



Many family and relationship law matters involve a variety of related areas of law including corporate law, tax law, commercial disputes, property law, wills and estates and criminal law. Given the broad nature of our work, we also work closely with other professionals in specific areas including family counsellors, specialist lawyers in areas outside of family and relationship law, tax advisors, accountants, financial planners and specialist valuers.

Often family and relationship law issues also extend beyond Australia's borders as well as into Australian territory. We have strong relationships with family and relationship law practices overseas and work with our colleagues in these other jurisdictions to identify and implement the best outcomes for our clients, whether in Australia or abroad.

As every matter is unique, different approaches and outcomes are appropriate for each matter. The different approaches we use depend on the client's needs and circumstances and include:

- direct conferencing;
- mediation;
- collaborative law; and
- litigation (if there is no other alternative).



Practising in family and relationship law is fastpaced, challenging and is definitely never boring. Our lawyers are engaged in work that includes:

- appearing and instructing in VCAT, the Magistrates' Court, the Federal Circuit Court and the Family Court;
- conducting conferences, mediations and negotiating settlement outcomes;
- drafting correspondence, court documents and agreements; and
- preparing cases for court which can include gathering and assessing evidence, speaking to witnesses and developing strategy.

Our team is also heavily involved in pro bono work including working with Justice Connect, inTouch – Multicultural Centre Against Family Violence, Women's Legal Service Victoria, various Community Legal Centres, Anti-Slavery Australia, Aboriginal Family Violence Prevention & Legal Service Victoria and the Human Rights Law Centre.

From day one, our junior lawyers are provided with a high degree of autonomy, whilst also having the benefit of support and expertise from a team of highly experienced and qualified lawyers. Upon starting in the group, our junior lawyers have the opportunity to work directly with clients, appear and instruct at court and draft correspondence and court documents. Every day in family and relationship law brings something different and exciting.



Intellectual Property

Siobhan Lane Law Graduate Herbert Smith Freehills

While working as a law graduate with the Intellectual Property (IP) Disputes team at Herbert Smith Freehills, I have been fortunate to work on a wide range of intriguing and high profile matters.

This breadth of experience has been challenging and stimulating, and has also enabled me to learn from leading Australian lawyers and IP barristers.

The IP Disputes team at Herbert Smith Freehills forms one part of the broader Dispute Resolution practice group. Our specialist IP Disputes team works closely with clients in a variety of fields, such as life sciences (including pharmaceuticals), information technology, consumer products, and the energy and resources sectors. The IP Disputes team also engages with leading industry groups to ensure that we deeply understand our clients' industries, and the issues that are important to them. We are leaders in our field, providing strategic advice to a number of clients that are based locally in Australia. and throughout the globe. In recognition of our expertise, the Australian IP Disputes team was awarded Australian Contentious Firm of the Year in the Managing IP Asia Pacific Awards in 2018.

In our team, you will be exposed to all areas of IP law, including patents, trade marks, copyright, confidential information and trade secrets, designs and even plant breeders' rights. You will constantly be stimulated by the mix of advisory and litigious work across all areas of IP law, and are guaranteed to learn a great deal about various brands, technologies and medicines. Often the matters that we work on will involve a range of different issues, providing you with the opportunity to collaborate with the team and propose novel arguments that lead to the creation of new law.

As a junior lawyer, you will become a key member of the team in all aspects of a matter. Every day you will work closely with the partners, senior associates and solicitors in the IP Disputes team. -

Matters often require expertise from different practice groups allowing you to work with team members from various offices in the Corporate, Technology, Media & Telecommunications, Dispute Resolution and Trade Marks groups. We also regularly work alongside Freehills Patent Attorneys and leading barristers. To facilitate the global coordination of multi-jurisdictional patent litigation, we also frequently work with overseas legal counsel. As a junior lawyer, you will attend client meetings, work with experts in various areas of the globe, undertake legal research on niche issues, assist with preparation of court documents, help draft affidavits and attend trial and/or appeals before the Federal and Full Federal Court of Australia. Juniors are consistently encouraged to actively participate in meetings and share their innovative ideas.

Importantly, the IP Disputes team is an enjoyable and rewarding place to work. The team is energetic and fun, with no shortage of good humour.

Beyond this, you will be provided constant support and coaching from all members of the team to ensure that you become an exceptional lawyer.

Joining a large global firm will provide you with a wealth of opportunities beyond exposure to high calibre work. Several lawyers in our team have undertaken client secondments, and international secondments to our offices overseas. I strongly recommend commencing your legal career at Herbert Smith Freehills.

I have thoroughly enjoyed my first six months as a graduate, and have learnt more than I thought possible in such a short space of time. Herbert Smith Freehills provides the perfect environment to foster your legal career, particularly if you rotate through the IP Disputes team.



Medical Indemnity

Caroline Rubira Laywer K&L Gates

The Medical Indemnity group at K&L Gates is an exciting and dynamic team with 13 lawyers working in the Melbourne office. The team is led by supervising partner Peter McGrath who has over 25 years' experience in the area and has been recognised as one of Australia's leading lawyers for Insurance and Medical Negligence by Best Lawyers and has been listed as a Leading Medical Negligence & Malpractice lawyer by Doyle's Guide.

The Medical Indemnity group acts for state public hospitals, government departments, community health organisations, individual professionals and their insurers. Our team defends a large portfolio of claims ranging from smaller claims to catastrophic injuries. We act for clients in the Magistrates', County and Supreme Court of Victoria, the Coroners Court of Victoria, the Victorian Civil and Administrative Tribunal and the Health Complaints Commissioner. We assist individual professionals to respond to notifications from the Australian Health Practitioner Regulation Agency.

The Medical Indemnity group works collaboratively and junior lawyers, graduates and seasonal clerks are encouraged to get involved in all aspects of our practice. Because most of our claims are litigated, the group offers junior staff the opportunity to gain court experience early in their career. Junior lawyers are given a great deal of autonomy and are given the opportunity to run their own files. The range of work and type of claims are varied and people focused. No two days are the same and the subject matter is interesting and stimulating.

The Medical Indemnity group provides health related pro bono legal services. We assist the Human Rights Law Centre to facilitate transfer of refugees and their families from Nauru to Australia for urgent medical treatment and also assist a notfor-profit agency in defence of claims for alleged abuse in care.



Common tasks for graduates and seasonal clerks may include:

- attending and instructing at court and VCAT hearings.
- attending mediation and informal settlement conferences.
- attending and instructing at coronial inquests.
- attending witness conferences and drafting witness statements.
- drafting correspondence, including letters of advice.
- drafting pleadings and other court documents.
- engaging expert medical practitioners to prepare medical reports in defence of medical malpractice claims.
- referral of certificates of impairment to the Victorian Medical Panel.
- investigating recovery claims made by WorkCover, Transport Accident Commission and other parties.
- investigating claims for breach of privacy.
- investigating and advising on the negotiation and quantification of claims.
- drafting deeds of settlement and releases for personal injury and medical negligence claims.
- conducting legal research.

To prepare yourself to undertake a graduate rotation or seasonal clerk placement in the Medical Indemnity group, a solid understanding of tort law is of assistance, in addition to any medical or health law subjects. However, this is definitely not a requirement, and much of the knowledge and skills that make a great medical indemnity lawyer can be gained by having an interest in current affairs and keeping abreast of issues in the health sector.







GILBERT SMITH SMI

Litigation

Tim Kyriakou Lawyer Gilbert + Tobin

Specialising in this field requires strategic thinking. It's not only about winning legal points, but also getting a result for your client that fits their commercial goals - Kate Harrison, Partner.

We advise on some of Australia's most complex and ground-breaking commercial litigation matters, and our award-winning Disputes and Investigations group is independently recognised as one of the best dispute resolution teams in Australia.

What you'll experience

Working at the forefront of the biggest litigation matters in Australia, you can expect to be involved in complex issues, and to assist on sensitive and critical matters. This includes high-stakes commercial litigation for ASX listed clients, as well as, matters involving competition and regulation issues, and investigations by industry watchdogs such as ASIC, the ACCC and the ACMA. You'll be involved in drafting court documents, research memorandums and letters of advice, in addition to instructing counsel and attending court hearings and conferences with leading Australian counsel.

lt's an environment that encourages entrepreneurialism and strategic commercial thinking and rewards passion and commitment. We will work to ensure you have exposure to matters that will enable you to thrive, and under the guidance and mentoring of leading litigators in the industry, to become a litigation specialist.

Our approach

We are renowned for our ability to stay nimble and think creatively, employing a strategic approach to fulfil our clients' needs. As a team that takes pride in offering creative and tailored solutions, we focus on providing the best outcomes in dispute resolution - from pre-litigation advice to using or responding to litigation.



It's an exciting space to work in, filled with variety and unpredictability, where you never know what will happen on any given day. Our willingness to embrace change, adapt as necessary, think on our feet and adopt innovation has earned us a reputation as the litigation firm to watch. Below, are some of the key types of matters that we work on in the Gilbert + Tobin Disputes and Investigations team.

Class actions

Defending clients in large-scale and complex class actions, we work closely with our clients and the regulators to proactively mitigate the risk of class actions arising or proceeding beyond a preliminary stage.

Royal Commissions

Our team is recognised as one of the leading firms in this area. We are currently advising the Commonwealth on the Royal Commission into Aged Care Quality and Safety, and advising the state on the Royal Commission into the Management of Police Informants. We recently advised Westpac on the Financial Services Royal Commission, in addition to advising on both the Royal Commission into the Protection and Detention of Children in the Northern Territory, and the Royal Commission into Institutional Responses to Child Sexual Abuse.

Corporate + Regulatory Investigations

Investigations and enforcement action can have an enormous impact on a business - on its reputation, commercial relationships and (if listed) share price - not to mention the toll on management and the time spent dealing with those actions.

We draw on the skills and expertise of our team to address key areas of concern.



This can include working on our client's response to the regulator and/or government entity, conducting internal investigations to support defences and mitigation opportunities, and helping clients improve their systems, processes, training and monitoring for the future.

Employment

Our Employment team advises on all aspects of the employment relationship, from commencement to termination, including executive contracts, workplace health and safety, workplace investigations, employee performance and employment litigation.

Insight into the life of a Lawyer in the Litigation Team

Tell us about a typical day (at G+T)

I'm in the office from around 8.45am.

Upon arrival at the office, my practice is to engage in some light banter with my colleagues. I may say something along the lines of "did anybody see the footy scores over the weekend?" or "shame about Spurs' result on Sunday morning, Stan!"

My day will often comprise a mix of tasks, including attending court to instruct counsel, drafting advice on points of law or fact, corresponding with more senior lawyers in my team, counsel and clients, and (if time permits) playing table tennis in our board room!

What do you like about working at G+T?

The ability to work under and learn from excellent senior lawyers. I appreciate how my technical ability and strategic nous has grown significantly since I joined G+T.

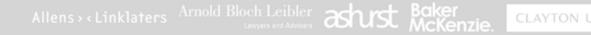
What has been the highlight of this working year?

Undoubtedly working on the Royal Commission into the Management of Police Informants.

What would you tell your 21-year-old self?

1. Be process rather than outcome oriented. Put in place a process that works for you and trust in that process to deliver your goals.

2. Don't turn down any work or career opportunity which you are presented with. Every opportunity is a great learning experience and will open doors in the future.





GILBERT SMITH SMI

Public Law

John Tsaousidis Law Graduate **DLA Piper**

If you are keen to get your teeth stuck into substantive legal work, want to get exposure to advocacy and do work that actually matters there is no better place to be than the government litigation team at DLA Piper.

While your day to day work will focus on migration and refugee matters in the Courts, you will also have access to a range of other work for government clients. Representing the Minister for Home Affairs allows you to gain exposure to a variety of different situations from protection visa cases where the law directly relates to Australia's international legal obligations to employment visas, which play a vital role in our economy today. This means your work matters. The cases we handle have a direct and significant impact on people's lives. The law in the migration space is rapidly changing and you will see how the law develops in real time, as well as the impact those changes have on the outcome of decisions. A big part of what you will do will be to help the team keep up to date with developments in the law, following decisions in the federal courts

You will have to think critically and carefully and use the legal reasoning skills you developed in law school. From the very beginning you will be exposed to real legal work, assisting in the drafting of advices and submissions, where you will have the chance to help shape the arguments that will ultimately be decisive of the hearings in Court. You will also have the chance to engage with others involved in the profession, in booking counsel and in helping draft correspondence to the client.

The work we do is primarily focused on judicial review of immigration decisions. This means that you will be gaining exposure to court processes and the conduct of litigation from day one.

You will see matters run from start to finish, how they develop and what challenges arise along the way. Through the mix of tasks you get you will find



yourself playing a role in every step of the process at some point from helping prepare the court books and briefs to researching arguments. There are always opportunities to be able to go to Court and shadow solicitors and barristers who are regarded as experts in their field. This is an invaluable opportunity to learn from the very beginning of your career what good advocacy looks like and how to successfully argue a case. The focus of our team on judicial review also means you are playing a vital role in the administration of justice. You are helping to make sure that significant decisions are made according to the law.

What I have also found is a big part of what shapes your experience is the people that you work with. As a junior lawyer it is crucial to have people around you who are invested in your training and who you can approach when you have a question. Working in the government team you will be surrounded by people who are knowledgeable, many of whom have spent their professional lives in the field, but who are understanding and who are willing to collaborate with you with what you are working on, as well as providing regular feedback.

Finally, good luck with the applications and decisions you have ahead!

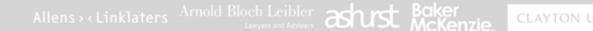


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Our goal is simple. We want to create the future leaders of the firm. That means giving you the skills you need to become a successful lawyer, but also the experiences to discover where your true interests lie.

Find out more at DLAPIPERGRADUATES.COM

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Property Law

Warren Scott Senior Associate **Corrs Chambers Westgarth**

It is 8pm on a Wednesday in Melbourne and I am sitting at my desk (open plan of course) racking my brain as to what to say to eager law students about life as a property lawyer at Corrs Chambers Westgarth. Given I have a flight to Sydney first thing tomorrow morning for two days training for the 'New Senior Associate Program' I am hoping the words come to me for this article faster than they used to back in my university days.

I have been told that, for this article, I should "highlight the area of law, the type of matters and the typical work a property lawyer is involved with". I have even been given examples to assist me with this task "ie drafting of documents such as contracts of sale, leases and development agreements". Here's hoping, for both the reader's sake as well as my own, that I can make my job sound a little more interesting than this!

Having graduated with a Bachelor of Commerce and Bachelor Laws, completed internships at Ernst & Young and BDO and undertaken clerkships at both Clayton Utz and Corrs (both of which were in the Corporate / M&A teams) I was sure at the time of graduating that I wanted to be a corporate lawyer. The allure of corporate law is not surprising - how many HBO shows have been made about Property, IP or Construction lawyers? Five years down the track and here I am, a Senior Associate in the Property & Real Estate team at Corrs who has just been named as a finalist for the Lawyers Weekly 30 under 30 awards in the Real Estate category. If I had my time over would I follow the corporate path? Definitely not. Don't get me wrong, the aspects of being a corporate lawyer which appealed to me as a student are just as appealing now as they were five years ago. I am just fortunate that I get exposure to these areas, and more, on a daily basis as a property lawyer at Corrs.

In its simplest form, being a property lawyer involves helping clients buy, sell, lease and develop



real estate. Simple as this may sound, thankfully for me there is a lot more to it than meets the eye. Many people think of property lawyers in the context of buying their first home and whilst there are certainly lawyers who practice in this area, it is rare for any of the larger commercial firms to have a strong residential focus unless they are acting for developers such as Mirvac, Country Garden, Stockland etc. Other than our major tenant clients (such as NAB and Australia Post) most of our clients are not dealing with real estate because they have an inherent need for the actual property but rather because they see potential to generate significant returns for their investors. Part of our job is to ensure those returns are realised.

So what then does being a Property lawyer at Corrs actually involve?

Advising private equity firms such as Blackstone (the largest alternative investment firm in the word) on their acquisition, development and disposal of industrial, commercial and retail assets across Australia. Working with Coles on the development of highly automated distribution centres which will involve an investment of close to A\$1 billion on Coles' behalf. Acting for leading developers such as Mirvac, Country Garden and Frasers across all aspects of their business - from commercial leasing to the acquisition, development and subsequent sale of residential developments (both house and land and high-rise apartments). Advising not-forprofits in relation to social and affordable housing initiatives. These are not just the headline grabbing transactions that the firm is involved in and rolls out to sound impressive. These are all transactions which I have worked on in the space of a week.

For me, one of the great benefits of working in the property industry (whether as a developer, agent or lawyer) is the tangible nature of the underlying assets.



In many areas of the law lawyers often find themselves advising on incredibly complex yet entirely intangible legal structures. Whilst there are admittedly a large number of property transactions which involve complex trust structures, at the end of the day there is always a tangible asset being bought, sold or developed. It is incredibly rewarding being involved in the full life cycle of a transaction, particularly developments, and being able to see the development you are advising on take shape before you.

What makes a good lawyer is undoubtedly similar no matter what the area of law – attention to detail, strong communication skills, an excellent understanding of the law and a solid understanding of your client's business and the market in which they operate.

As a junior lawyer starting out in the law, one of the great benefits of property as a practice area (at least through my experiences at Corrs) is that you are exposed to clients and given autonomy from day one. The breadth of matters you are exposed to - from multi-million dollar developments to retail shop leases - means that junior lawyers are given opportunities on matters (under appropriate supervision) from much earlier on in their career than in many other areas of the law. While individually rewarding this also ensures that you get to develop those 'soft skills', such as matter and client management, that are so important for lawyers early on in their career. The opportunity to interact with and develop strong client relationships from a junior level, and in doing so gain a better understanding of clients' commercial drivers, is also incredibly satisfying. It means you are far more invested in the relevant transaction or development and feel a sense of pride when your client successfully completes the transaction or development.





GILBERT HERBERT KING&WOOD ALLESONS MINTERELLISON

Multi-Disciplinary Practice

Bianca Weiss Lawyer KPMG

When I was approaching the end of law school it seemed like there were only two options available. Either pursue a career in the legal field or do something entirely different. The idea that my choices were mutually exclusive never really sat well with me. I have a lot of interests, particularly technology, and I wasn't really prepared to give up triaging main logic boards for only problem solving the contractual arrangements for their supply. I was extremely fortunate to find myself in the technology, privacy and IP team within KPMG Law, where a real emphasis is placed on being a multi-disciplinary lawyer.

What is the point of a multi-disciplinary practice? It means using all your skills and knowledge accumulated across all your studies and interests, to work alongside lawyers and experts from multiple sectors and disciplines to make sure your practice is diverse, intellectually engaging, and, importantly, your advice to clients is exceptionally informed and practical.

For example, an extremely well respected company experienced a data incident when an employee misplaced their company device containing a large amount of personal information. We were requested to provide an evaluation of whether the company was required to report the data incident to the Office of the Australian Information Commissioner. Eventually the device was recovered, but the company's in-house technical team did not have the capability to perform a forensic analysis and understand whether the device had been compromised. So my team partnered with a KPMG team of computer forensic experts. The forensic experts reviewed the device and provided us with a complete report on the device and whether in their opinion it had been compromised. This meant that we could make an informed evaluation for our client.



In my short time of being a lawyer, I've come to realise how much coupling my legal expertise with others helps my practice. I can call on privacy implementation experts to design data flow framework, IT professionals to assist clients with technology solutions to meet their obligations under the General Data Protection Regulations of the European Union, or listen to a presentation from the Customer Brand and Marketing Advisory team on the Royal Commission into Misconduct in the Banking, Superannuation and Financial Industries to get a completely different lens of understanding of problems from a non-legal viewpoint.

Working in a firm that is filled to the brim with consultants and experts in multiple disciplines means I'm always learning. I have attended a KPMG 'Women in STEM' event (filled with exceptional women who code, digitally innovate and disrupt, and perform phenomenal engineering feats), I have completed specialist technology training provided to KPMG lawyers, I have attended a UX and design crash course by KPMG and General Assembly (have to keep my app design sharp!), attended a Legal Innovation & TechFest conference test driving the apps that are driving digital disruption in the legal market and I have been working with an internal digital innovation team to develop an app for our legal clients.

Was all of this technological engagement strictly necessary for practice? No. Does it mean I'm well equipped to discuss new technology solutions, digital innovation and the technology law? Absolutely. All of this engagement and additional learning means being continually engaged with all your interests and being genuinely interested in what you do.



Yes, some days I have an absolutely traditionalist practice day of contract review and drafting, completing privacy impact assessments or researching points of legislation for clients. But other days are completely different, I'll be having a meeting to finalise the logic of the app I'm building, or discussing with an engineer her most recent job on site and the analysis of amazingly complex machines, or learning from a person in Management Consulting how they helped a business implement their transformation plans.

You may be thinking, 'what you've said is all well and good, however how can I use anything right now'? Okay, three tips for beginning your path as a multi-disciplinary lawyer:

1. Don't give up your interests outside of law, at a minimum they'll help keep you sane during exam period.

2. Your interests (and importantly acting on them) will make you unique in the job market. You like computers? Go do a coding course. You're passionate about the environment? Go and join a board for environmental sustainability. Turn your passions and interests into a strength.

3. Your extra knowledge will come in handy when you least expect it. Keep learning, broadly and passionately.



Transfer Pricing

Sian Jackson-Findlay Senior Associate MinterEllison

The field of transfer pricing is dynamic and international, bringing together both legal and economic concepts to advise multinational groups in structuring their global operations. As a transfer pricing professional, you gain deep insights into the commercial operations of your clients, as well as the industry they operate in.

Australian transfer pricing laws apply the 'arm's length principle' to ensure Australian members of multinational groups are interacting with their related parties on a commercial basis. The common transfer pricing transactions involve the provision and receipt of services, intellectual property, tangible goods and finance from related entities within their global group.

Transfer pricing is a current focus area for the Australian Taxation Office, and as such the number of transfer pricing disputes are on the rise. The significant increase in the volume of global trade undertaken by multi-national groups also drives new and interesting work. As one of the few law firms with an integrated team of transfer pricing specialists, MinterEllison is well positioned to continue growing in this space.

Transfer pricing work at its core is internationally focussed, providing opportunities to develop knowledge and expertise on how the Australian operations fit into a global value chain, and many opportunities to work overseas.

As transfer pricing advisors working at MinterEllison, we are lucky to be exposed to both front and backend work. This involves working closely with large multi-national groups both in providing frontend advice prior to, and in the early stages of a transaction, and in back-end disputes with the ATO.



The front-end focus provides opportunities to work on large M&A deals, provide input into the global operational and supply chain structures of multinationals, and build a deep understanding of a range of industry sectors.

The back-end focus provides the opportunity to engage with the ATO in pre-litigation disputes, including both audits and early engagement on transaction pricing, as well as seeing the matter through to trial in some circumstances.

At times we are able to work with a client through the full life-cycle, advising on structuring of operations and pricing of transactions, and engaging with the ATO to agree an outcome through an advance pricing arrangement.

As a multi-disciplinary team including lawyers, economists and accountants, we are looking for those with diverse skill sets including an aptitude for numbers, as much of our work involves advising on a client's economic and commercial circumstances. MinterEllison achieves the right balance between celebrating individualism and teamwork, which has created an environment where diversity, inclusion and personal growth are highly valued."

Tyrone Kelly Vacation Clerk

The world is full of relentless disruption. Now is the time to reimagine the future as we know it.

The next generation of graduates will mark a change in closing the gap between who we are today and where we are headed to better meet market demands. More than ever, we need creative thinkers, innovators and agents of change.

The game has changed. Be part of it.

MinterEllison

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Workplace & Insurance

Elise Williams Senior Associate **Thomson Geer**

Our work is highly stimulating, dynamic and ultimately rewarding, knowing we are an integral part of an important system that ensures appropriate benefit delivery is provided to everyday people injured at work.

Our work is broadly broken up into no fault statutory compensation and common law.

Common law matters begin as an application for a serious injury certificate, which means you get to put your detective hat on and investigate the claim before making a determination as to whether the injury meets the relevant threshold. This involves gathering material as to the circumstances of the case, reviewing existing medical material and often arranging your own medical examinations or other expert opinions. Then, once you have collected all the material, you provide a detailed written advice with recommendations to the client. As the lawyer with responsibility for the matter, this gives you a sense of ownership as it's up to you to equip yourself with the right analysis and strategy to make a sound determination.

During my time at Thomson Geer I have been involved in various cases involving machines, vehicles, race horses and even roque cows! I cannot emphasise enough the diversity of cases that can come across your desk in this area of law.

Being a highly litigious area we regularly appear in Court and everyone gets to experience instructing counsel very early on in their time at Thomson Geer. With a high level of mentoring and partner supervision this means you can hit the ground running and begin to develop your own advocacy skills and trial preparation very early on in your career. You also get the opportunity to work with some of the most experienced and respected members of the common law bar.



I commenced at Thomson Geer in the workplace & insurance team nearly three years ago. Prior to that, the entirety of my career had been working in the insurance and personal injury space.

During my time at Thomson Geer, I have been exposed to a range of matters that are already being litigated or have become litigated whilst we've been managing them. This has given me exposure to a wide variety of cases covering the breadth of the Victorian Court system: from the Magistrates Court and County Court to the Supreme Court and Appellate Courts.

While Thomson Geer acts on behalf of a number of self-insurer clients, including Qantas, ANZ, ExxonMobil, Broadspectrum and Crown the majority of our work is undertaken for the State's largest litigator, Worksafe Victoria, in defence and assessment of a wide variety of claims arising from workplace injuries and associated actions.

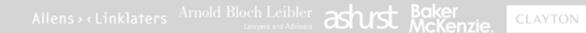
As a member of the Worksafe Legal Panel, Thomson Geer is allocated files relating to workplace injuries across the State. We deal with varied issues from matters involving statutory interpretation to the assessment and determination of applications to pursue common law damages. With the assessment of common law damages also comes the opportunity to learn and apply skills in assessing liability, contribution between tortfeasors and to be involved in settlement negotiations and mediations.

Being part of a big team with a large volume of matters provides opportunities to experience many challenging and intellectually stimulating cases. We see various psychological and physical injury claims with varying factual, medical and legal circumstances. No two claims are identical.



A role in the insurance team at Thomson Geer is never dull! Whilst you will be busy and challenged, you will have no shortage of colleagues to support you and to bounce ideas off. We are a great team with a strong sense of camaraderie and a shared desire to get the best results we can for our clients.

No two days are the same and there is a great sense of accomplishment that comes with managing a portfolio of files while working with a great bunch of people. You may even run a case that creates a new precedent and changes the law!







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Private Clients

Sam Baring, Marie Mitilineos Senior Associate, Laywer Hall & Wilcox

What do we do?

As Private client lawyers at Hall & Wilcox, we work with individuals and families, providing legal advice on a variety of matters such as investments, taxation, estate management, wills and testamentary issues in a way that is easily understood. Our clients are usually high net worth individuals, businesses or landowners who hold significant amounts of real estate and other assets.

We often need to interact and coordinate with people abroad and deal with organisations that operate or hold assets offshore. We also tend to deal with charities that range from small, not-forprofit associations or fully-fledged organisations that operate as a business and with huge budgets.

Our main objective is to provide advice that will help preserve, build and maintain wealth for our clients. We take the time to understand the internal mechanics and dynamics of the businesses and families we act for to ensure we can best assist in achieving their goals. We consider the most appropriate structures to benefit our clients based on their particular circumstances, and work closely with our clients to implement these.

This usually involves:

- succession planning including drafting Wills ٠ incorporating testamentary trusts;
- preparing enduring powers of attorney to ensure that financial, medical and lifestyle decisions can be made on a client's behalf if they are unable to make these decisions themselves:
- estate administration (probate and letters of ٠ administration);



- business succession planning including by way of sale and intergenerational transfer;
- trusts including establishment, continuing administration, dealing with succession of control of trusts, advice relating to trust interpretation and trust disputes;
- estate litigation including claims for further provision to be made out of the estate of a deceased person;
- providing advice to structure arrangements to reduce the exposure of their assets to creditors and the Family Court;
- charitable trusts including establishment and ongoing administration;
- shareholder/unitholder agreements;
- superannuation; and
- taxation.

On a daily basis, graduates can expect to:

- Attend meetings with clients to gain a firsthand understanding of their succession planning or business objectives.
- Prepare documents including wills and powers • of attorney.
- Establish trust structures and gain an understanding of the benefits of implementing these structures from an asset protection and tax minimisation perspective.
- Prepare applications for a grant of probate or letters of administration so that a deceased person's assets can be distributed.
- Gain firsthand experience in the administration of a person's deceased estate which often involves the transfer of properties, applications from exemption from state taxes, dealing with the transfer or sale of shares and liaising with



- Prepare documents and manage estate litigation claims where someone is seeking provision from a deceased person's estate.
- Gain an understanding of structures that can be implemented to protect our clients from potential family law or tax issues.
- Involvement in pro-bono work across all of these areas.
- Liaise with well-known financial advisory firms and our referrers who also act for our clients.







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Banking & Finance at KWM

James Corrigan and Emma Reed Solicitor King & Wood Mallesons

Clerkship season is jargon central. The words "I'm working in banking and finance ..." are not entirely self-explanatory (and can even be alarming!). As juniors, we remember that deciphering what a banking and finance lawyer actually does is often easier said than done - so we are here to lend a hand.

Translating the lingo - so what is 'banking' and 'finance'?

Banking and finance law covers every aspect of the operations of banks and other financial institutions. Banking and finance lawyers help clients (which can include lenders, borrowers and other entities) to navigate the complex legal frameworks that govern transactions both domestically and internationally. This often involves drafting and negotiating contracts that set out the terms of various financial arrangements, as well as providing legal advice to organisations engaged in large transactions, such as complex infrastructure deals, IPOs, M&A deals and liquidations.

At KWM, the banking and finance group is roughly divided into the following broad areas:

Corporate finance: Corporate finance is the basic building block for most of the more complex finance structures. It involves a financier lending money to a company under a loan agreement. This can be supported by a guarantee or some form of security like a security interest over all assets of the company.

Project finance: Project finance involves a financier lending money to finance the development or acquisition of a specific project (such as a toll road, hospital or pipeline). Project finance is different from other types of finance in that the financiers only have access to the project's assets and the loan is to be repaid principally out of the revenues produced by the project;





Leveraged finance: the use of borrowed funds to acquire companies (often involves advising private equity firms);

Property finance: the use of borrowed funds to acquire, and often to develop, property;

Asset finance: financing arrangements (for example commercial hire purchases, finance and operating leases, novated leases etc.) designed to fund investment in various assets (e.g. vehicles, industrial equipment, medical equipment etc);

Regulatory: assisting banks to comply with banking specific legislation and regulation (e.g. the National Credit Code, anti-money laundering and counter-terrorism financing laws, the Corporations Act, etc.);

Debt Capital Markets: assisting clients seeking to raise debt financing through the use of instruments such as bonds in the domestic and international financial markets;

Derivatives: assisting clients seeking to enter into derivative transactions to manage risk exposure (including swaps, forwards and options). Derivatives are a type of contract, the value of which depends on the value of an underlying asset, reference rate or index (e.g. interest rates and exchange rates);

Structured finance: structuring financing arrangements to achieve particular tax, regulatory or accounting outcomes (examples include securitisations, hybrid security issues and structured loans); and debt arrangements to address such issues.

Restructuring and insolvency: advising both borrowers and lenders in relation to the position of businesses that are in financial difficulties and unable to repay their debts as well as assisting with



the restructuring of a company and/or its debt arrangements to address such issues.

Given the complexity and bespoke nature of most of the work we do, no two banking and finance matters are the same. However, to give you a better idea of the type of work you might find yourself involved in, we have set out an example of a matter that combines a few of the sub-areas described earlier in this article.

Social impact investment

The KWM banking and finance group has helped State Governments drive innovative ways to achieve desirable social outcomes – through the use of social impact bonds. A social impact bond is a contract with the government pursuant to which the investor invests money in a project targeted at achieving a particular social outcome (for example, a program designed to address chronic homelessness). The project itself is managed by a third party (generally an NGO). If the project achieves its goal and results in financial savings, then investors are entitled to a portion of those savings, payable by the relevant government entity.

From a banking and finance law perspective, this involves drafting bespoke legal documentation which necessitates the combination of creativity with technical legal skills. These matters also often combine expertise in debt capital markets (which is necessary to raise the debt capital through the issuance of the bonds at first instance) and project finance (as the matter is in essence a project with a set outcome that to some extent mirrors more traditional project financing transactions).

Help! I don't know anything about banking or finance - how do I fit in as a junior?

No need to worry! Work given to juniors in the banking and finance group allows you to gain

valuable insights into the practice area without throwing you too far into the deep end too early in the game. As a junior you will often be in charge of:

- first drafts of transaction documentation;
- conducting ASIC and PPSR searches;
- running the deal completion agenda and facilitating the execution of deal documentation;
- researching proposed regulatory changes to the banking sector;
- working with clients to help manage compliance with regulatory requirements; and
- attending meetings with clients or negotiations with the other side.

For transactional work, you will often be the person that is the closest to the transaction documents and the status of each of the deal documents as a deal unfolds – which can be really exciting!

Truly global

Finance is a truly international industry – finance documents look remarkably similar all over the world, and many countries closely follow each other's systems of financial regulation. At KWM you will be exposed to overseas parties whether it be that the client is an overseas company looking to invest in Australia or an Australian client is looking to start operations overseas. You will work with foreign counsel in the United States, Hong Kong and the United Kingdom – sometimes all on the same transaction! Although this can sometimes lead to some interesting timeslots for all-parties conference calls, it is all part of the excitement which comes with being a banking and finance lawyer.





Diversity & Inclusion at Ashurst



At Ashurst, we aim to be renowned internally and externally for diversity. A commitment to best practice in diversity and inclusion will facilitate the achievement of our long term business strategy and leverage the people and culture which are our key strengths.

We know that:

- A diverse talent pool enables us to leverage the innovative and original thinking critical to providing creative solutions to our clients' problems and setting us apart from our competitors;
- An inclusive culture enables everyone to perform at their best. Higher engagement and better business performance are inextricably linked.

We aim to embed diversity and inclusion into 'business as usual' through:

- Ensuring a level playing field for all through a continual focus on processes and procedures;
- Continually raising awareness of diversity and inclusion issues and promoting events which celebrate different aspects of diversity and inclusion;
- Driving inclusive leadership through personal accountability to secure the appropriate change in culture, with a particular focus on role modelling appropriate behaviours.

Disability & Resilience

An inclusive environment enables everyone to thrive, whether they face physical challenges or are living with poor mental health. Through our disability and resilience action plan and through our wellbeing strategy, we aim to promote positive mental and physical health, supporting those who experience episodes of poor mental health and educating



everyone in order to reduce the stigma surrounding disability and mental health issues in general.

The disABILITY and resilience network promotes awareness and understanding of disability issues in the workplace through a range of events and workshops, covering both physical disability and the promotion of positive mental health (together with the Wellbeing team), well as support for those experiencing mental health challenges, working in conjunction with our Wellbeing Officers and Mental Health First Aiders.

Gender

Our gender strategy, action plan and the events organised by our women's networks aim to address the key issues which impact women in the legal industry. The firm have introduced gender targets to further support our strategic vision and we are actively supported by our leadership team with our Global Managing Partner, Paul Jenkins joining the Male Champions of Change and advocating for greater pay equity as a WGEA Pay Equity Ambassador. The Women's Networks operate in London. Asia. Australia and the US. Each provides a forum for women to exchange ideas and best practice, supports the firm's gender diversity strategy and targets, and organises a varied programme of events and workshops, including an International Women's Day programme each year and a number of mentoring programmes.

LGBTIQ+

Spectrum is the firm's network for LGBTI+ colleagues and allies. Spectrum aims to support LGBTI+ colleagues by promoting inclusive language and behaviour, being proactive advocates for LGBTI+ colleagues – and by wearing rainbow lanyards! In 2017, Ashurst were pleased to launch their global transitioning policy across our global offices to



support employees who may be transitioning or considering transitioning to further demonstrate our support for the trans community. The Spectrum network also support 'Wear it Purple Day' by hosting events to fundraise for 'Wear it Purple' and are proud sponsors of Out for Australia and Pride In Law.

Multiculturalism

Multiculturalism is a key component of the firm's diversity and inclusion strategy. At Ashurst we acknowledge the importance of understanding colleagues' different ethnic backgrounds, culture and faiths to create a truly diverse and inclusive workplace culture and remain committed to achieving this.

Our multiculturalism network and diversity committees in our smaller offices continue to organise a rich variety of events to celebrate the many different nationalities, ethnicities and faiths represented within the firm. We are proud members and sponsors of the Asian Leadership Project, Muslim Legal Network and Asian Australian Lawyers Association.

Caring Responsibilities

Our Family Matters networks on both sides of the world aim to provide support for those with caring responsibilities. We are well aware that the demanding nature of the work undertaken at Ashurst can make it a challenge to combine family, caring and personal commitments with office life. We organise a range of talks and events, many of which are recorded so that they can be accessed by partners and staff anywhere.

Indigenous Affairs

Ashurst has a proud history of providing legal services to Aboriginal and Torres Strait Islander people and organisations across Australia. Through our pro bono practice, we have advised Aboriginal and Torres Strait Islander organisations for over 40 years.In 2018, we launched our second Reconciliation Action Plan (RAP) to support Aboriginal and Torres Strait Islander people by providing legal services and extend our commitment to closing the opportunity gap through employment, community engagement and capacity building.

Reconciliation Action Plan

As a firm, we are deeply committed to supporting reconciliation in Australia. In our "Stretch" Reconciliation Action Plan, we set out the actions we will take to progress reconciliation. These actions include among others: law reform work, other pro bono legal assistance across Australia (with a particular focus on rural, regional and remote communities), working with Aboriginal and Torres Strait Islander businesses, supporting Aboriginal and Torres Strait Islander people in their education and career journeys, and continuing our learning journey to ensure we are a culturally safe and inclusive workplace, and a firm that not only celebrates First Nations cultures, but also understands our nation's history. In our RAP, we commit to continuing to work together with communities, our legal colleagues and peers, corporate Australia, and the public sector, to see us move closer to creating a truly reconciled Australia.







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Pro Bono at Arnold Bloch Leibler



Caitlin Edwards Lawyer

Choosing where to apply for a clerkship and begin your career as a law graduate is challenging, to say the least.

It is sensible to seek advice from career advisers, professors and peers. Employer presentations are useful; online forums, less so. Insights can also be gained from consulting great publications like this one. But in my experience well intentioned advice is often conflicting and due diligence has its limitations.

I made my judgment call by identifying what mattered to me most as a graduate great mentors, a focus on training and retaining junior lawyers and a culture that aligned with my values. I have been lucky to find these things at Arnold Bloch Leibler.

ABL law graduates are trained in-house by partners and senior associates rather than undertaking a PLT course. I have benefited from this approach as it immediately plugged me in to the firm's network, resources and culture. Instead of hypotheticals, our training drew on recent matters and partners' experiences.

I joined ABL's Native Title and Public Interest Law practice as a graduate and have two excellent mentors in Peter Seidel and Bridgid Cowling. From day one Peter and Bridgid have encouraged me to develop my judgment, initiative and voice. As a graduate, I developed these skills by speaking in client meetings, preparing first drafts of legal advices and agreements and presenting my views on matters of strategy, policy and law reform. I've also been supported to pursue Masters level study in my area of expertise.

ABL doesn't offer rotations. I understand that this can be daunting to a law student with no clear sense of what sort of lawyer they want to be 'when they grow up'.

But a lack of variety has certainly not been my experience. I have worked with a number of our teams at ABL and had exposure to many areas of law including native title, cultural heritage, defamation, intellectual property, consumer law, administrative law, disability discrimination, trusts, civil aviation and taxation. As a graduate I regularly relied on the support of grads in other teams when the variety became overwhelming!

As a third year lawyer I now support a diverse range of clients including charities, social benefit companies, Aboriginal Land Councils and Indigenous corporations. My core practice is focused on commercial and governance advice for charities that are active in the cultural, health, environmental and arts sectors. I also regularly advise clients on matters relating to tax concessions, corporate structuring and funding regulation. In many ways, this work is similar to the work of any other commercial lawyer. After all, charities and for-purpose organisations are usually incorporated entities generating the same broad needs for legal advice. But there are also unique challenges, including funding insecurity, changing political ideas about what is in the public benefit, and complex relationships with the law and legal institutions as targets of disempowerment and advocates for change. Fortunately, we draw no distinction between our fee paying and pro bono work.

Embedded in ABL's approach to public interest law is a deep commitment to legal professionalism and an approach to public interest law is a deep commitment to legal professionalism and an honest acknowledgment that the firm's contribution to the public good is matched by the corresponding growth of its lawyers and reputation.

Three years in, my role at ABL remains challenging and rewarding. Particular highlights have included working alongside a major Australian charity as the Company Secretary, assisting my clients to respond



to concerted efforts to undermine charitable advocacy, preparing a Literature Review on a significant piece of land rights legislation, a trip to Cairns to negotiate a long running dispute on Torres Strait Islander land, concluding an Australian first deal to secure \$30 million in funding for Aboriginal entrepreneurs and start-ups, and leading a clerk day out to the National Gallery of Victoria for a private viewing of original Namatjira artworks following ABL's role in the historic return of copyright to the Namatjira family.

Trusting my gut has worked out well for me so far. I hope you have the opportunity and confidence to do the same.

Arnold Bloch Leibler

Lawyers and Advisers

The ABL difference

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

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

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

For information about our seasonal clerkship and graduate recruitment programmes, visit our careers page **www.abl.grad.careers**





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Ready to explore our world?

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International Clerkship at Baker McKenzie



James Geremia Graduate Baker McKenzie

After completing a Seasonal Clerkship with Baker McKenzie in February 2018, in the Firm's Banking & Finance team, I was fortunate to receive a Graduate position with the Firm. I was then thrilled to be selected to undertake an International Clerkship at the Firm's first office which was established in Chicago, which I completed during January/ February 2019.

I was drawn to Baker McKenzie because of the Firm's high quality cross-border work, its unrivalled international presence and its ability to provide training and secondment opportunities across its global network. Having been born in Los Angeles, California, I always held ambitions to return to the US to work in commercial law or to undertake further legal study. However, I never anticipated that my legal career would involve working in a major US commercial hub at one of the world's largest law firms, so early in my legal career.

Melbourne to Chicago: 44 to - 30 degrees celcius

I departed Melbourne for my International Clerkship in the midst of a heatwave in late January. In the lead up to my departure, I was closely monitoring the conditions in Chicago. To my dismay, I learned that I was leaving behind the Melbourne summer for the coldest winter that Chicago has ever experienced, with temperatures reaching historical lows of up to -30 degrees Celsius! As I trudged through the terminals of Tullamarine, I was dressed in a manner that would have indicated to onlookers that I was embarking on an arctic voyage, rather than an International Clerkship with a commercial law firm.

International M&A

When I arrived in the Chicago office, I was welcomed

by a fellow Melbourne Bakers colleague who was working in the Corporate & Securities team as part of a year-long secondment. Upon exiting the lift on level 50, I was immediately struck by the remarkable views that the office enjoys over Lake Michigan – which at the time was frozen. I worked in the Corporate & Securities team, which is one of the largest groups in Chicago, comprising more than 20 partners. I quickly learned that the culture of the Chicago office was similar to that of the Melbourne office, where people are very down to earth and friendly.

During my International Clerkship, I gravitated towards one of the Corporate Partners who had a very interesting M&A practice. Included amongst his clients were some of the most well-known technology, logistics and food companies in the world.

Throughout the Clerkship, he involved me in a broad range of matters that demonstrated the remarkable quality and international flavour of the work at Baker McKenzie. Most notably, I was involved in the due diligence processes for two major M&A transactions which subsequently made international headlines. One involved a major international fast food client acquiring an artificial intelligence company and the other involved the purchase by a high profile Hollywood celebrity of a stake in a global fitness company. I also had the opportunity to draft several share purchase agreements on some smaller transactions.

I learned how different the US style of drafting is, compared to Australia. On the business development front, I assisted one of the Corporate Partners in his preparation for a pitch at a major technology company in Silicon Valley.



I produced a presentation on the recent increase in antitrust and regulatory scrutiny faced by tech companies and the impact of this upon M&A activity in the US. Having undertaken an honours thesis on related issues in my final year of law school, I was very excited to engage with these topics in a commercial context. Whilst working in the Chicago office, I also attended a series of professional development seminars delivered by external lawyers on shareholder activism in the US.

Other highlights

The International Clerkship also provided me with the opportunity to explore one of the great American cities. Despite the arctic conditions, I immersed myself in Chicago's restaurant and bar scene and went to see a variety of musical performances, including Hamilton. I spent time at the Art Institute of Chicago, one of the world's great art museums and visited the home and studio of storied architect Frank Lloyd Wright. On the way home from my International Clerkship, I traded thermals and down jackets for board shorts, stopping off in Hawaii for some much needed sun and surf!

Ultimately, the International Clerkship gave me a great insight into the possibilities that exist for lawyers at Baker McKenzie, including the ability to be seconded to one of the Firm's 78 offices worldwide and to work on matters that transcend national borders. The experience enabled me to build a network of colleagues (and friends!) in a US office, who I remain in contact with and who I will inevitably deal with on future transactions. I look forward to an exciting career ahead with Baker McKenzie!





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A Day in the Life of a **Clerk at Allens**

Rob Vienet Law Graduate

I'm Rob Vienet, and I have a Bachelor of Laws and Bachelor of Biomedical Science from Monash University. In the summer that followed my penultimate year, I had the joy of clerking in Allens' Intellectual Property Team, in the Melbourne office. This led to my current role as a Law Graduate in the same team.

My clerkship at Allens offered me an incredible variety of interesting work. It coincided with the beginning of a patent litigation between two of the world's largest pharmaceutical companies. Allens represented the patentee, who was trying to protect their monopoly over their most successful vaccine. Notwithstanding the significance of the litigation, Allens brought me onto the matter immediately and invited me to each team meeting. My first research memorandum was to report on how the courts would likely interpret the patent's claims to define the claimed invention. A further task was to review another client's franchise agreement and report on whether they could assign certain individual rights to third parties. The Partner ultimately agreed with my reasoning, and advised the client accordingly. In addition to these client-specific matters, I was exposed to tasks that were designed to grow Allens' business generally. For example, Allens published my research on legislative changes to the regulation of therapeutic goods, and even distributed it to clients. Business development strategies really interest me, so they are something I participate in now as a Law Graduate.

Having never worked at a commercial law firm before, I did not really know what to expect from my clerkship. My first surprise was how much Allens trusted its Clerks, and how much responsibility we had. My first research memorandum was ultimately relied on by our client and team to define the the claimed patent invention before the Federal Court of Australia. It was unbelievable to see the carriage of my own work, and to watch counsel present some of my conclusions to a Federal Court judge. My second surprise was just how comfortable I felt at Allens. Despite the reliance on me at times, I felt more excitement than fear. The team were welcoming, and actively offered their assistance on every occasion. They endeavoured to meet me on a personal level; and, better still, made every effort to make sure I got to know them too. Especially considering that it was a busy time of year, the people at Allens were incredibly generous with their time.

My time at Allens has been a lot of fun. In one month alone, I attended Allens' monthly firmwide Friday night function, a wonderful dinner party hosted by Allens' LGBITQ Committee, and Easter break-up drinks. As a general lover of sport, I am part of the Allens AFL Footy Tipping Committee, which manages a competition almost as fierce as my floor's Bachelor/Bachelorette raffle competition. Allens' Sport sporting competitions, rock climbing and tennis. As part of the Graduate Social Committee, I have also helped organise the annual Allens Graduate Retreat.

In addition, the Intellectual Property team has fortnightly team breakfasts, Ice Cream Wednesdays and Fried Chicken Fridays. Of course, there are more casual opportunities too. Having formed close friendships at Allens, I meet up with friends each day, which is unbeatable. During my clerkship, people were always checking on me and would frequently ask me to join them for a coffee break. (Full disclaimer - I ordered an ice chocolate on each occasion. Don't worry if you don't drink coffee!) I also attended the Christmas party, where Allens acknowledged the hard work of all its employees by rewarding everyone with a circus-themed



all-inclusive, event. It was the perfect way to end the clerkship!

In your experience, what is the culture like at Allens?

'Culture' might seem like a buzzword, but seeing as hard work is often the reality for any successful lawyer, it is important to align yourself with a firm whose culture is right for you. The clerkship process offers students the opportunity to find their perfect environment. For me, assessing a firm's culture comes down to two simple questions. First - 'How do I feel about coming into the workplace each day?' Second - 'How do I feel when I come home?' For me, Allens ticks both boxes. Each day I look forward to the opportunity of engaging in stimulating work. But, equally, I look forward to seeing some of my closest friends and having a chuckle around the office. My mentors take an active interest in my development, so I also feel confident that I will grow professionally every day. I feel encouraged by the firm to switch my mind off at home and focus on things that are important to me outside of work. WThat can only happen because other employees at Allens, with their varied interests, do the same. Altogether, I feel very fortunate to be at Allens.

What's your advice for future clerks?

Clerking at Allens was an incredible opportunity, and something I remember fondly. To make the most of the clerkship process, not only is it important to show recruiters why you are a good candidate for their firm but also to find the firm that is right for you. After all, your clerkship hopefully leads you to where you will spend the majority of your professional career! Luckily, both objectives can be achieved by investing the time to learn as much as you can about the opportunities available to you. I found it extremely valuable to attend Allens' clerkship information evenings, LIV career fairs and Law Students' Society clerkship information sessions. I was able to meet with Allens representatives, who were clearly energetic, and passionate about their place of work. In turn, this made me excited about the prospect of joining Allens, and realise that the firm could be a good choice for me. My genuine interest in joining Allens went a long way to securing my clerkship and eventual employment.





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Pro Bono at Gilbert + Tobin

Caitlin O'Neil, Rose Burnfield and Natasha Liyanage Junior Lawyers







As young lawyers entering the profession, it is important to have opportunities in the pro bono sphere. Pro bono work is a way to give back to, and create a positive impact on the community, and Gilbert + Tobin has enabled and encouraged our involvement in this work from day one.

G+T is committed not only to legal excellence, but also to outstanding citizenship. The pro bono work of the firm is a key tenet of this commitment, alongside other aspects including community engagement and promoting corporate social responsibility. In 1996, G+T was the first firm in Australia to appoint a full-time pro bono lawyer. Currently, the firm has two pro bono partners in Sydney, Michelle Hannon and Anne Cregan. A key part of their role is providing opportunities for fee earners in all offices to work on pro bono matters for a diverse range of clients.

Pro bono matters can be challenging and rewarding to work on, with the potential to work directly with clients to change an individual's life for the better. For example, a number of G+T lawyers and graduates are involved in a program assisting young people who have recently left care, with their legal needs. These individuals are highly vulnerable; they often have a background of trauma and face a heightened risk of homelessness and chronic unemployment. Those involved in this project work directly with their clients and develop an understanding of their legal challenges which can include tenancy issues, infringements and dealing with government agencies.

G+T lawyers also frequently work with disadvantaged members of the community on wills and estate planning matters. The team has a long standing relationship with the Victorian Aboriginal Legal Service and local CLCs in this space. Many of these clients would otherwise not have formal arrangements for their assets, burials or funerals. We meet with clients one on one, sometimes

travelling to their communities, to prepare documents including wills and powers of attorney. Building a direct relationship with a client, gaining insight into their life, then putting their instructions into practice is an incredibly rewarding experience.

Other pro bono work we have been exposed to has a policy or research focus, for example, conducting research for a number of guides on the Victorian Charter of Human Rights. Our research was used by the Human Rights Law Centre to draft advocacy guides promoting broader use of the Charter, in relation to prisons, the criminal justice system and free speech. We also assisted with a law reform project which aimed to promote the recognition of foetal alcohol spectrum disorder in legislation at both state and national levels, with a focus on legislation regarding support services and criminal justice.

Some pro bono work requires using our commercial legal skills, such as reviewing and drafting corporate governance documents, advising on organisational structures or drafting agreements. This kind of work streamlines processes and puts charitable organisations in good stead to focus on their more meaningful work. For example, we assisted with the development of a memorandum of understanding between a regional Aboriginal health organisation and its members. This matter gave us direct exposure to the client's CEO and the chance to flex our commercial drafting skills.

The pro bono team at G+T is always excited to hear about potential new opportunities. Through a contact at the West Heidelberg Community Legal Centre, one of our graduates became aware the CLC was facing huge demand for legal services but was under resourced. This graduate approached the G+T pro bono team and facilitated an introduction. The result of several meetings was the establishment of a multi-day wills clinic for the CLC's disadvantaged clients. It was brilliant being able to contribute to



and facilitate new pro bono opportunities and see those opportunities come to fruition. This was only made possible by the real culture of pro bono support at G+T.

From a development perspective, pro bono work allows juniors to take ownership of a matter early on in your career. We have been supported and supervised by senior lawyers and partners, who have given us the opportunity to deal directly with clients, have meaningful input into decision-making and draft important documents. Our supervisors are often from a different part of the firm, which has been a terrific way to grow our networks. One graduate lawyer at G+T worked closely alongside a partner to successfully defend a claim brought against their pro bono client in the Federal Court. She was involved through every step of the process, and this litigation became one of her longest running matters.

We have all experienced the benefits of pro bono involvement, at both personal and professional levels, and would highly recommend seeking out pro bono opportunities from the start of your career. It is a great privilege to have the ability, platform and support of your workplace to help pro bono clients – be they disadvantaged individuals, charitable organisations or those championing legislative reform. G+T provides that support, and we are better and happier lawyers for it.







DLA PIPER GILBERT GILBERT HERBERT KING&WOOD MAILLESONS MINTERELLISON

Q&A of a Corporate Lawyer



There's something a little bit false about undertaking a Q&A about the experiences of a corporate lawyer. The very expression "corporate lawyer" alludes to a set of shared experiences which define us as a collective. While we may all be in the business of persuasion, interpretation and collaboration, life as a corporate lawyer is far from the predictable walk-and-talk of Suits, where everyone trades in secrets and each day threatens reputational devastation, imprisonment or financial ruin. With the introduction of "appropriate dressing" (à la dressing as comfortably as you can within the confines of social norms), corporate lawyers don't even share the same blue-black-grey uniform.

At least, not at Ashurst.

I joined Ashurst as a graduate in early 2018. Despite my short tenure at the firm, my experiences have been incredibly diverse. At Ashurst, corporate law offers a broad spectrum of opportunities and is an intersection of varying backgrounds and interests.

A significant feature of my 2018 year was working for a blue-chip client embroiled in the Financial Services Royal Commission. From anticipating my life as a corporate lawyer one day to attending client-side briefings the next, I suddenly found myself thrust into the midst of a coordinated production to assist our client weather the Royal Commission storm. At the core of my Royal Commission experience was an opportunity to augment my legal knowledge with other skills including client management, collaboration, market awareness and technological application through leveraging Ashurst's full suite of capabilities. I trawled over briefs, forensically analysed documents for tendering, assisted with witness statements and watched from the courtroom as our witnesses adapted to the spotlight of Counsel Assisting's unrelenting gaze. From an external perspective and against a backdrop of the media's



sensationalist antagonization of financial heavyweights, our work serving corporate clients such as banks may seem diminutive and disconnected from social realities. My tenure on the Royal Commission, however, highlighted the importance of the work of corporate lawyers in serving our clients. While a bank should act instep with the community, it still has obligations to its staff, shareholders and depositors such as ourselves.

The Royal Commission was only the very beginning of my Ashurst journey. While at Ashurst, I've seen business strategies tersely reveal themselves through mediations and contractual negotiations, I've been involved in establishing the legal mechanics of a world-first receivables financing transaction and I've advocated on behalf of patients at their tribunal hearings pursuant to our work as a pro-bono partner of the Mental Health Legal Centre. One third of my cohort have also participated in client secondments to deepen their commercial acumen and client understanding.

The significance of diversity transcends clients and transactions. It's also about diversity of background, mind-set and interests. My cohort is a kaleidoscope of varying cultures and backgrounds, with some of my colleagues finding law after a previous vocational life. I've undoubtedly been enriched by colleagues who think differently and challenge me to do the same.

There is also a smorgasbord of opportunities beyond the law available to corporate lawyers. From footy tipping and fun-runs to inter-firm competitions and morning yoga, sport is a firm fixture in my Ashurst experience. Once you accept that our sporting success is often punctuated by an alarming lack of sporting prowess (remembering we're lawyers not athletes!), it's hard not to become involved. I also regularly participate in sandwich making sessions



for school children (unsuccessfully attempting to master the underrated art-form that is butter-tobread ratio) and pro bono work which has included fundraising through trivia.

While corporate lawyers may be a heterogeneous gaggle of sorts, we are not completely devoid of unifying features. As prefaced, the characteristics of corporate legal work are far from the courtroom drama and endless paperwork typically depicted on screen. The qualities we need most are not dramatics or pedantry. Corporate lawyers instead require imagination and creativity: imagination to analyse problems from both our client's perspective and the perspective of the law, and creativity to solve these problems in the most commercially pragmatic way possible. Combine these attributes with grit determination and you will thrive in corporate law and beyond.





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Life as a Graduate

Sophie Snow Junior Associate

I joined Baker McKenzie as a Seasonal Clerk in December 2016. I returned to the Firm as a Research Clerk in early 2017, and accepted an offer later that year to start as a Graduate in 2018. Having lived and worked in New York and London, Baker McKenzie's unparalleled international presence drew me in from day one of the Clerkship process. During my Seasonal Clerkship and Research Clerk role, I was exposed to a variety of engaging work, and given hands-on experience across both local and international matters. I also felt genuinely appreciated and respected by everyone I worked with - from Partners to Business Services - so coming to work was a pleasure. Having had such an outstanding experience, when I received a Graduate offer from Bakers, it was no brainer to enthusiastically accept!

Graduates at Bakers undertake three rotations of four months each, and work directly with Partners and senior lawyers throughout.

My first rotation was in Dispute Resolution, where I worked on a number of high profile matters - it was professionally satisfying to work on a matter one day and see that matter on the news the next! A highlight was acting for the ACCC on a Federal Court appeal, as I am very interested in Competition law. I also assisted our San Francisco office take evidence from an Australian-based witness, using the American "deposition style", for a trial in California. Being involved in a global matter during my first month as a Grad (and included on emails with the North American Managing Partner!) was pretty exciting!

My second rotation was in Construction - a totally new world for me! It was a steep learning curve but enjoyable to learn the industry jargon and gain an



appreciation of strategy for large-scale litigatio through attending meetings with barristers, drafting witness statements and drafting opening submissions. My global experiences also continued during this rotation, as I had the opportunity to work on an arbitration for a Norwegian client regarding a major infrastructure project in Western Australia. My final rotation was in Corporate M&A. My supervising Partner was an outstanding mentor which really accelerated my development, and he regularly placed me in front of clients. I worked across major commercial transactions where I had a large degree of responsibility in coordinating communication between clients, specialist lawyers within the firm and the other side. While this may sound overwhelming, I always felt supported by the team, particularly my supervisor and buddy. Having spoken to my friends who are at other firms,

I've seen that my Graduate experience is not the norm. I feel grateful to have engaged in real and meaningful legal work, directly with Partners and senior lawyers.

Development is a key focus at Bakers. There is a specific development program for each level of our lawyers. For Graduates, this includes College of Law, the Firm's general professional development program and the Firm's Cornerstone program (a program specifically designed to build legal, technical and commercial skills in junior lawyers). Additionally, a highlight of the Graduate Program is attending the 'Transactional' and 'Litigious' intensives in Sydney, with the Sydney Graduates. These intensive workshops provide outstanding learning opportunities, and are an excellent way to build relationships with the Sydney Graduates and lawyers - especially during the networking events!

Bakers offers a range of pro-bono opportunities



- including supporting Peter MacCallum cancer patients, assisting refugees through Refugee Legal, and assisting victims of domestic violence from the Women's Legal Service Victoria. I am in the process of becoming a registered Migration Agent and have been shadowing lawyers at Refugee Legal during their appointments to prepare asylum seekers for their interviews with the Department of Immigration. Getting involved in these pro-bono programs is an excellent way to develop different legal skills and to help make a tangible contribution to the community. The Firm is also extremely supportive in facilitating these programs and all pro-bono work counts towards your billable targets.

If you've met anyone from Bakers, you'll know it is an incredibly social and friendly firm which is one of the reasons I chose to come here! I am part of the Social Committee, and we run regular Friday night drinks as well as a large number of other social events. Highlights include our: annual lawn bowls night, Moonlight Cinema outing, end of financial year and end of year parties, and trivia night. We also have a thriving netball team (Bakers Dozen) and a range of other sporting activities. And I can't forget the Grad Revue - a rite of passage for all Bakers grads. This is a comedy skit video which is screened at the end of year party, and is a great opportunity for Grads to poke fun at everyone at the Firm (including ourselves!) in a light-hearted, friendly way.

Fulfilment, Fun and Friendships

I am absolutely thrilled to have chosen Bakers as the Firm to kick start my career. In one year, I have learnt more than I ever thought possible, and have had so much fun along the way – with people who are more like friends than colleagues. If you are looking for a friendly, challenging and truly global experience, then Bakers is the Firm for you!



Life as a Clerk at Gilbert + Tobin



When I was going through the clerkship application process, people kept recommending G+T in ways that were true, but so vague! People are right to say G+T "has a great culture," and that it gives you "great work and training," and (most common of all) that G+T "does things differently" to other big firms. As accurate as these are, they meant nothing to me before I'd clerked. So, to clear some of this up, I'd like to use my clerkship experience to explain what these things people say about G+T actually mean.

"G+T has a great culture." G+T is an exciting and fast-paced place. There is always a buzz of work energy around the floor, with people zipping around to print and consult. But that energy is balanced out by a warm, inviting, and positive atmosphere. People were always ready with a smile and a handshake: keen to introduce themselves or others, and to stop for a chat at the coffee machine. Throughout the clerkship, G+T fosters this welcoming culture with heaps of events to meet people from different teams so that the many faces around the floor become familiar.

"G+T gives great work and training." G+T's cultural balance between energy and support is reflected in the work that clerks are given. From day one, I was dropped straight into real work for the team. I was assigned tasks that were key to major projects, and the lawyers (including the partners) relied on my contributions. This might sound overwhelming, but it's not with the support and training clerks are given. Everybody took the time to explain tasks and their contexts carefully and patiently; they made themselves available for questions, and if tasks needed improvement, they gave constructive criticism in a way that made sure I developed. I spent my four weeks in the Technology and Digital team (or T+D - everything's got its acronym!), but I know from other clerks that this was true across the firm.



"G+T is different to other firms." G+T is committed to innovation and is determined to grow, adapt, and shake off crusty old practices if they're not helpful. In the clerkship, this is clearest from the Legal Pentathlon, a whole whole-day competition/ adventure that the clerks face at some point during the clerkship. Each year, what the pentathlon involves is top secret – so for any aspiring G+T clerks, I don't want to give the game away. But I think I am allowed to say that the Pentathlon is designed to show clerks that G+T wants you to use a different part of your brain: the Pentathlon is all about thinking creatively and channelling your unique strengths into the task. (It's a hoot!)

I'll finish by adding my own vague statement which I think unites all the strengths of the G+T clerkship: G+T invests in their clerks. Each of these statements show that G+T wants you to challenge yourself, but also to feel secure so that you can grow and produce the best work you can.

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. As you progress through your rotations you will develop invaluable skills and knowledge and gain first-hand experience of our various practice groups.

Our Melbourne programs run for four weeks in either winter or summer, providing a placement across Banking + Infrastructure, Competition + Regulation, Corporate Advisory, Disputes + Investigations and Technology + Digital. 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 seasonal clerkships in our Melbourne office are open from 8 July to 11 August 2019.

GILBERT +TOBIN

For more information about applying for a clerkship or for program dates please visit gtlaw.com.au/theresmore, or contact Sarah Crinnigan on 03 8656 3396 or at scrinnigan@gtlaw.com.au.





gtlaw.com.au/theresmore



International Graduate Rotation



Elodie Nadon Lawyer Herbert Smith Freehills

Before getting into HSF's international graduate rotation, a brief introduction to who I am and how I got to Tokyo! I studied the JD at Monash and completed three clerkships with HSF, KWM and G&T.

I joined HSF's Takeovers & Schemes practice group in March 2017 and within a couple of weeks, I was confident it was the team for me and where I wanted to ultimately settle at the end of the graduate program. It was early days, but clichéd or not, you get a feeling for fit very quickly.

My second rotation was in commercial disputes, which despite being back end work, I had an opportunity to round off my corporate experience by working on the litigious components of schemes of arrangements. I sat in a smaller team and it had a fantastic culture.

For my third and final rotation, I was incredibly fortunate to be afforded the opportunity to complete an international rotation in Tokyo in the corporate energy team. Did I speak a word of Japanese? No. Language ability is a benefit but never a hindrance to anyone being able to work in our international offices. It was an incredible opportunity and one of the biggest drawcards for me joining HSF, albeit when I started with HSF, the international rotation was a pipedream – something I thought rarely happened.

However, what you realise once you start is that the firm has an expansive, interconnected and integrated global network. Along with my Tokyo rotation, they also sent graduates to Singapore, Hong Kong, Seoul and London. This year HSF sent 14 graduates (in third or fourth rotations) overseas and this number will only continue to increase – our international counterparts really appreciate the legal education we receive and the training graduates are exposed to across Australia. It's fantastic!

Tokyo was, in one word, unbelievable. To live and

work in another country for six months that is vastly different to Melbourne was a life changing experience, and it really was a gift being able to move there for a short period while having the support of HSF in doing so. Japanese corporate culture is incredibly unique – it is very hierarchical (but from a point of respect) and they have rituals for everything in business from giving your business card to clients, business development, greetings, meetings, eating, drink-pouring, you name it there will be a process. So beyond legal skills, there was a steep learning curve around social etiquette.

Whilst in Tokyo, I also met with numerous people across the global network. I frequently worked with members of our Seoul, Moscow, London, Singapore, Dubai and Hong Kong offices. Every couple of weeks, global business development events took place in Tokyo, and I was fortunate enough to participate in these. As for the work itself, everything is global. We worked on deals in Iran and Iraq, Taiwan, Angola, Russia, London, Singapore, Canada and of course Japan . It was supremely interesting comparing my work experiences in Australia, which 90% of the time were domestic versus in Tokyo where nearly all of it was international. There is no better experience as a junior than heading to an overseas office and be thrown completely out of your depth.

My favourite part of the rotation was meeting my British counterparts. Australian graduates are sent over at the same time as London graduates. It is fantastic and you form friendships that (I hope) will last a lifetime. You are connected with all the global firms who have a presence in Tokyo and send trainees or graduates there. I now have an expansive network of friends in London. Whilst I worked hard and long hours (and Tokyo has a very different expectation around work-life balance), I travelled every weekend (think, ascending Mount Fuji and many other non-active/active volcanoes, visiting temples and shrines, weekends to Taiwan, Seoul and Penang, eating in Michelin starred restaurants



for under \$50, visiting Harry Potter World, weekend ski trips, massive music festivals like Fuji Rock, and seeing the ephemeral Sakura) and ate out with the 'gaijin' (expats) most evenings. To cap it off, you form incredible support networks with the other Australian graduates in other cities.

The best part is that I've come home to Melbourne, more excited and engaged. I offer a unique perspective when dealing with Japanese clients and have the opportunity to partake in the HSF Japan focus group. Tokyo was eye opening and I experienced a lot of personal and professional growth and development. Whilst Melbourne will always be home, I'm very excited to see where my career at HSF takes me next.





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Day in the Life of a Statutory Insurance Lawyer



Harriet Simpson Lawyer

My name is Harriet Simpson and I am a secondyear lawyer in Hall & Wilcox's statutory insurance team, based in Melbourne. A day at work for me starts at 8am with a complimentary breakfast. Most days I'm in jeans because the firm has adopted a 'dress for your day' policy. I do have to suit up fairly frequently though, as I spend a lot of time in court, at conferences, and at mediations.

As a junior lawyer, I have about 25 files, a mixture of statutory benefits and common law claims. I manage the files but I am overseen by a partner and, thankfully, in the open plan office there are always people around to answer my thousands of questions. The team is one of the biggest in the firm, with six partners, over twenty lawyers and a number of legal assistants.

I really like working in a team. Collaboration is really important and is a great way to learn and develop. Our firm is committed to utilising technology to assist clients. We have a client solutions team with whom we can discuss ideas about innovation.

Hall & Wilcox acts for WorkSafe Victoria and selfinsurers to represent employers in statutory benefit and common law claims made by workers.

Statutory benefit disputes are usually litigated in the Magistrates' Court. These disputes are about the 'no fault' entitlements to wages and medical expenses, meaning if a worker is injured at work, they are generally entitled to compensation no matter whose fault it is. As a graduate lawyer, I had the opportunity to appear in court every day for directions hearings in these matters. This involves standing at the bar table and speaking in front of a Magistrate with the worker's solicitor or counsel. This was daunting at first, but a great way to learn fast.

in front of a Magistrate with the worker's solicitor or counsel. This was daunting at first, but a great way to learn fast.

Common law claims involve investigating whether a worker has a 'serious injury' and whether there has been a breach of a common law duty of care, or statutory duty by the employer. This requires a close examination of the worker's injury and consequences, their past medical history and ascertaining their current condition. We work with a variety of employers to understand their workplaces, their systems of work and industry standards for safety.

For each claim I have to investigate the claim, write a detailed advice for the client and then try to resolve the claim. This work requires a range of skills including reading, interpreting and analysing medical evidence, good communication skills and negotiating. Inevitably, some claims do end up in court so that a judge or jury decides the issues in dispute. In February, I was involved in three damages trials and spent almost every day in court.

My favourite aspect of the work is the variety of the claims. No two days are the same. I get to work with a variety of people: clients and claims managers from the insurers, worker's solicitors, barristers, medical, vocational and liability experts and employers in a range of industries. I like reading about the worker; where they worked, their life and their injury. I like talking to and meeting employers and seeing what they do, whether it is operating a liquorice factory, a hospital or a shoe store.

My day at work comes to a close at 5.15pm when we come together as a team to do The Age Quiz. I really enjoy my job, working in personal injury litigation and working at Hall & Wilcox.

Bring your whole self to work

atti	2:36 pm 52% 🗖
Fri. 15 M	lar
8:00 am	Breakfast with the team
9:00 am	Work on pro bono advice
10:00 am	Attend Supreme Court
12:00 pm	Industry group video conference
1:00 pm	Lunchtime boxing class
2:30 pm	Attend client meeting with Partners
3:30 pm	Diversity committee meeting
5:00 pm	Social club drinks
Sat. 16 M	/ lar
	Head down the coast 🥹









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My Graduate Experience at K&L Gates

lessica McIntosh Lawyer

I joined K&L Gates as a Graduate last year in 2018. Prior to joining I completed a Bachelor of Arts at The University of Melbourne and a Juris Doctor at Monash University. Like any new graduate I can remember my first day like it was yesterday, I was so excited after so many years at university to finally start my career and put into practice all that study! However, what you quickly learn is, in the best possible way, working in a global commercial law firm like K&L Gates is nothing like university. As a graduate, I was instantly involved in meaningful work, exposed to some incredible learning experiences, actively encouraged to meet with clients (both local and international) and most importantly consistently empowered to speak up, voice my opinion and ask questions. Essentially at K&L Gates I can truly say that your contributions are valued and appreciated and you see first hand that the work you are involved in plays an important part of the bigger picture. This translates to a fantastic learning environment.

The K&L Gates graduate program is a 12 month program which comprises of 3 x 4 month rotations across different practice groups. L completed rotations in our Labour, Employment, Workplace and Safety (LEWS) team, Corporate (Commercial Technology, IT & Sourcing) team and our Medical Negligence (Insurance) team, all very different rotations and all providing me with new opportunities, new clients and colleagues to learn from and new challenges to navigate. There really was no two days that were the same throughout my graduate year.



Some key highlights throughout the year included:

- Advising and assisting our Paris office with respect to a piece of international privacy advice for a well known international fashion label, a label I personally love! This involved me directly liaising with the Partner in our KLG Paris office and relay my findings which were passed directly to the client.
- Completing a three week client secondment to assist a large Aged Care Provider (located interstate) with respect to their response to the Royal Commission into Aged Care, Quality and Safety.
- Assisting a pro bono client by way of an amicus curiae application to the High Court of Australia regarding safe access zones around abortion clinics in Victoria and ensuring they are appropriately protected.
- Being able to work remotely in the Sydney office.
- Being part of large commercial negotiations which required me to draft live throughout the negotiations among a packed boardroom.
- Submitting my final PLT assignment! Trust me when you become a grad you will realise how exciting this is!
- Attending a range of events the firm sponsors, these included the Virgin Australia Melbourne Fashion Festival (VAMFF) and the Australian Open.



I also recall my very first week in the LEWS group being invited to an AFL game with the entire teamso it is definitely not all work, believe it or not you actually have a lot of fun along the way!

It also must be said, and I know every firm says it but I honestly can't explain how I instantly felt so welcomed at K&L Gates, it's a place where you can be yourself and just enjoy coming to work, the people really do make this law firm special and this makes your grad year a year you wont forget.

As my grad year has now ended (and I find myself settled as a first year lawyer in LEWS) I look back and think how quick it all goes, and how much you learn and develop within the course of only 12 months. I really do encourage you to think about where you see yourself and what type of experience you would like to have as a graduate, this is an important decision and only you will know when you think you have found a good fit!

I encourage you to consider K&L Gates, it has offered me meaningful work, great experiences, a new network of friends and colleagues and more broadly a place of work that wants you to succeed and supports you to do so!

Good luck throughout the clerkship period and I hope to see you at K&L Gates.





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What Does it Mean to be a Commercial Lawyer?



Edwin Tan Lawyer

It's tough to define what being a commercial lawyer means. At a basic level, it simply means being a lawyer who assists commercial entities with navigating the complexities of the laws which govern their conduct and business. In this regard there are a multitude of possible practice areas including front-end M&A and back-end litigation. There are also specialised advisory practice areas including regulatory, competition, tax, employment and government. All of these commercial lawyers have vastly different sets of specialties and they do very different things on a day-to-day basis.

Then there is that concept that every commercial firm seems to look for - lawyers who are "commercially aware". It's a concept that's hard to define but yet it is possible to tell if someone has that awareness. Information that can be found online refers to commercial awareness as understanding the current legal and business environments as well as the commercial context in which legal advice sits.

In my view, being a commercial lawyer means all of those things and more. A commercial lawyer works within the trade and commerce industries and is commercially aware. In addition, a commercial lawyer is someone who is willing to adapt and learn, be open to trying new things and is comfortable with challenging other thoughts and ideas. I explain this in more detail below.

I never imagined growing up that I would be a commercial lawyer, let alone a corporate lawyer. Originally from Malaysia, I started out my journey after high school doing a Bachelor of Computer Science at Monash University. I was lucky enough to land a software developer role through the degree's Industry-Based Learning program.

However, after completing my degree I was struck by a quarter-life crisis - particularly, I wasn't sure that being a developer was what I wanted to do for the rest of my career. I decided to try my hand at postgraduate law at Monash as it appealed to me on an intellectual level.

I found the journey very tough and challenging but also very rewarding. First, there was the linguistic barrier. As you might imagine, speaking English in Australia is very different from speaking English in Malaysia. I remember getting told off by my manager in my very first job at McDonalds for pronouncing "three" as "tree"! Second, I was also very nervous at the thought of meeting new people and hated the idea of attending networking events.

I identified all of these things as weaknesses and set out to work on them during the course of the 3-year Juris Doctor degree. In my first year, I participated in the competitions ran by the Monash Law Students' Society, including the moot which was a fantastic experience. I used the feedback gained to work on expressing myself clearly and accurately. I then joined the law society and eventually became a Director in my third year. This helped me break out of my comfort zone when it came to interacting with new people - there's no time to feel nervous when you have to schedule a bunch of events and invite professionals to attend on short notice!

I did not apply for nor do any clerkships during my degree as I was set on only doing criminal law. Looking back, this was a premature decision as I should have at least tried to see what working as a commercial lawyer was like before taking that option off the table. In my third year however, I performed some casual work for a boutique litigation firm which sparked my curiosity in commercial law for the first time. To my surprise, I found the work very



interesting and intellectually stimulating. I also really enjoyed speaking to and learning from my colleagues. I am thankful that when an opportunity at K&L Gates opened up, I was lucky enough to secure a graduate role and have enjoyed immersing myself in a firm full of like-minded people since.

Working as a commercial lawyer

As a lawyer in our financial services regulatory team, we provide specialist advice on financial services law and regulation. I enjoy the nature of advisory work where we operate from the sidelines on deals, perform in-depth analysis on specific regulatory issues and work with counterparties in a collaborative manner. We are also frequently asked by clients to identify and provide advice on any regulatory issues that may arise with the promotion or introduction of a new financial product into the Australian marketplace.

Difficulties may sometimes arise where we are asked for a "clean" sign-off in circumstances where we have material concerns about non-compliance with the law and regulations. Navigating these situations can be difficult. On one hand, it is important to keep a good relationship with clients and other parties. On the other hand, it is important as lawyers to always be objective in our advice and properly advise our clients of the risks involved. As junior lawyers it can be very interesting and informative bouncing these issues off more experienced practitioners.

As many people can attest to, no two days are ever the same as a commercial lawyer. It is more common than not to go in to work with a clear idea of what should be accomplished that day, and leave work not having done any of it! To that end, it is necessary to be able to quickly adapt to things that come up, and effectively time and project-manage matters so that things don't get too out of hand.

Innovation

Many firms have recently been pushing innovation as an important agenda and it is important for students to understand why this has come about and what it means for a law firm to be innovative. In this regard, I am grateful that I work in a firm that has recognised my previous computing expertise and put me on our firm's Innovation Committee (which mainly consists of influential partners) even as a junior lawyer. We are always on the look-out for the latest and best way to deliver legal services to clients, and it is exciting being a part of that process and testing new technologies that we come across.

Again, this substantiates my earlier point that commercial lawyers must be wiling to adapt and be open to trying new things – this doesn't end even at the very top (and in fact it is well-known that any change in an organisation usually comes from the top).

To conclude, being a commercial lawyer can be tough, rewarding and fun at the same time. If you're not sure, like I wasn't, about whether you might be interested in commercial law, why not give it a go? Allens > < Linklaters Arnold Bloch Leibler astrona Baker





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My Graduate Experience at Hall & Wilcox



Declan McAleese Lawyer

The firm's experience and expertise is obvious to any outsider, however, the focus on Smarter Law was a key differentiator in my search for a law firm suitable for me.

Aside from that, after completing a clerkship and having the opportunity to experience what Hall & Wilcox, what drew me back was the people. Every interaction I had with the firm was genuine, I always felt a sense of warmth and support, and it was very clear that Hall & Wilcox lawyers love where they work. It is inspiring to know that our Managing Partner, and many other senior lawyers were graduates just as I currently am, and their passion for Hall & Wilcox emanates through the firm from top to bottom. Fortunately, having been with the firm for over a year now, I still feel that the culture of the workplace is precisely as-advertised, if not better.

During the graduate program, we complete four rotations for three months each. I rotated through Property and projects, Private clients and Pro Bono, Employment and General insurance. I have since settled as a first-year lawyer with the Employment team.

My rotations have provided me with an opportunity to engage in a wide range of work, of varying degrees of responsibility and supervision. Some examples across my four rotations include:

drafting letters of advice and experiencing direct client interaction

- managing my own property damage files under the supervision of senior lawyers;
- drafting pleadings and submissions, and preparing for mediations, conciliations and hearings;
- preparing and reviewing trust deeds, company constitutions, shareholders' agreements and other contractual documents and agreements;
- attending a women's legal service for a full day once a week during my rotation through Private clients and Pro Bono:
- undertaking research into case law and legislative reform and assisting senior lawyers with technical legal problems; and
- drafting Wills, Powers of Attorney and trust deeds, directly liaising with clients and attending meetings for the execution of succession planning documents.

The more the year has progressed, the more direct exposure I have had to clients. In my rotation with Private clients, almost every day I would have either spoken with a client in respect of their succession planning, or met with a new client to get their instructions or an existing client to execute documents.In my rotation in General Insurance, I was responsible for my own list of property damage files, in which I would be required to constantly communicate with our insurer clients and their insureds. The level of autonomy in this role was far beyond what I was expecting as a graduate, and having such a great degree of exposure to important clients in the conduct of my own files was one of the highlights of my program.



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I receive informal feedback from my supervisors every day on the work that I am performing, and I always feel supported. In my role, I frequently prepare draft letters, advices and emails for clients or other parties which is subject to my supervisor's approval. Rather than changing my work and sending it I often get to spend a few minutes with my supervisor to discuss what I have done well, what other strategies and approaches I could take, and most importantly, what I can do to improve.

At the end of each rotation, I get the opportunity to reflect on what I have learnt in the rotation, where I have witnessed personal growth, and where I can improve further in the future. My self-assessment is provided to my assigned mentor and partner in the team, and I have a formal feedback session with them. The feedback session does not feel like a performance review, but rather a transparent discussion about my strengths as a young lawyer, and a chance to consider how I can better my practice.

People are happy to be here. There is a sense of solidarity and comradery within the firm that has been eminent from the moment I started.

While the people who work here are very good at what they do, and they want to see me improve as a lawyer, they also want to get to know me as a person just as much, have a laugh and enjoy their work.

The working environment itself is perfect for a junior lawyer. Given that we operate in an openplan office, I am allowed to approach the partners in my team to ask questions or discuss issues, and I feel that our culture encourages such interactions.

I like to have a jovial attitude while I am working and not take myself too seriously. Provided that my work is at the standard expected, the firm allows, and actively encourages, me to be myself. This is a very important aspect of working at Hall & Wilcox, and I feel like it's something that gets a little lost in the legal profession. It results in me coming to work with a smile on my face every day.

One of the firm's core values is Stay True, and I feel that this value is strongly supported by everybody in the firm.

I've been fortunate enough to be to our offices in other States, and remarkably, the culture is very closely reflected elsewhere too. The firm has done a fantastic job at creating a consistent and enviable national brand, and it proves to me that our purpose and our values are not superficial tokens devoid of substance or follow-through.



Graduate Lawyers in the Current Market

Antony Freeman and Stephanie Swan Solicitors King & Wood Mallesons

A few small things to help you stand out and succeed

So you've made it through the clerkship process gauntlet... no mean feat... and you've landed yourself a job as a full time graduate lawyer... a mammoth effort in the current climate (the silver lining is that while law firms still aren't back to their pre GFC recruitment heydays, job prospects in the legal industry are slowly improving).

Fortunately, life doesn't end when full time work begins. There will be new adventures, with clients and court dates and (billable) codes; that guilty 'I SHOULD BE STUDYING BUT LOOK A PETTING ZOO' conundrum is solved – you can now pet the newborn lamb whenever you like; and slowly but surely your relationship with that elusive, slippery thing known as 'money' will improve. Happy days.

However, even though you've landed the 'prized graduate job', some things will remain as important as ever – like your ability to deliver on what you promise.

These tips may seem like dull platitudes, but they are tried and tested and should put you in the best possible position to succeed as a graduate lawyer (and enjoy yourself along the way too).

1. Be yourself

The Big One. Whilst you may feel the pressure to constantly remain at the top of your game, it's important to just be yourself at your new gig. This is deep stuff for a clerkship guide article, but don't lose who you are in your first few months of work. Plenty of people do. If you like staying fit and healthy, then carve out time for it. If you have important people in your life that you enjoy seeing





make time for them and don't let those relationships slip. If you love to boogie on a Thursday night... boogie away dear friends. There will always be competing demands on your time, but prioritise the things that matter and you'll find yourself much happier at work and at home.

2. Make the most of your rotations

As you are no doubt aware, some firms have rotations as part of their graduate program. Despite each firm's 'best endeavours', it's possible that you won't get all of your top preferences. But that doesn't mean you should only give half as much towards your 'least preferred' practice group. Practice groups within a firm don't operate in silos, so keep up your standards. If you can take as much away from that rotation as you can, you'll put yourself in a better position to succeed in your other practice groups.

Also, you never know, you might come to love aspects of trademark law or workplace disputes even though you always thought you were going to be an M&A lawyer. Well maybe not always... *puts astronaut outfit back in closet*... but you get the point.

3. Proactively manage your time and commitments

What do you do if you've got three tasks on the go at once, which are all due today and you've got your brother's engagement party at 6.00pm? MENTOS TIME.

In the unlikely event that you are not 'the Freshmaker', proactively communicating with the rest of your team is a good place to start. When you're receiving instructions, find out the timing requirements and flag any other tasks that you



are working on which are also due within a similar timeframe.

If you're really pushing the deadline, work out whether there are aspects of the work that may be delegated or reassigned to others. You'll never have a 'perfect' workflow and talking with the rest of your team about any personal commitments before they come around will often result in your colleagues actively trying to help you 'get out the door' so you can attend that commitment.

Remember... you don't need to decide yourself between two equally important pieces of work... that's the partners' job and is (thankfully) beyond your paygrade.

4. Ask questions

Don't be afraid to ask questions if you don't understand something. You are definitely not expected to have mastered the Dark Arts of corporate law from the outset. It's better to spend the time discussing a concept you don't fully understand with the person who has given you instructions or another colleague for 10 minutes at the beginning, rather than spending 5 hours doing the wrong thing and then having to spend another 5 hours re doing that task. That can ruin a good mood.

5. Learn from your mistakes

As Enrique Iglesias said (thanks BrainyQuote.com), "I wouldn't change anything. I've made mistakes, but thanks to those mistakes, I've learned". Bang on, hero.

You will make mistakes – everyone does, including partners. Of course... take note and learn from your mistakes, but just as importantly, take ownership

for your mistakes. One of the worst errors you can make is to sit on your problem and not tell anyone. The earlier you tell someone, the earlier it can be fixed.

So to everyone applying for jobs (legal and non legal) – best of luck. We hope these tips are of some use to you in the early stages of your career.





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Why Clerk at a Medium Sized Firm?



Fiona Karmouche Lawyer

Initially, I applied to clerk at both medium and large sized firms. Not knowing much about the firms, I cast the net relatively wide and applied to a number of firms ranging from national medium firms to multinational large firms.

It was at the interview stage that I was able to get a real insight into the respective firms and narrow my preferences. During this process I started to form an idea of the kind of firm I would like to work at.

My experience of the interview process was that some firms were overly structured and formal, which could be fairly intimidating. I found that the firms that I was drawn to were those that made an effort to get to know me as a person and help make me feel comfortable in what can be a stressful environment. For example, prior to my interview at Lander & Rogers, I was partnered with a junior lawyer to talk about life as a junior lawyer at Landers; this experience put me at ease. Having said that, the formal interview at Landers was not the daunting experience I had prepared for. The interview was conversational and I felt that I was able to provide confident answers and be myself while also getting a real sense of the culture at Lander & Rogers.

This positive experience carried on to the cocktail night. My interviewer, who was a senior female partner at the firm, approached me during the night and we had a worthwhile and relaxed conversation. I remember being in shock that she had not only remembered who I was, but some of the information that I had told her during the interview.

My experience during the interview process meant that when it came to accepting clerkship offers, Lander & Rogers was a definite. In addition to accepting a clerkship at Landers, I accepted a clerkship offer at a top tier firm and another medium sized firm.

My clerkship at Landers was such a positive experience. Highlights during the clerkship included attending a client meeting at an AFL sporting club and drafting a piece of advice for a lawyer which was ultimately used in the final advice to the client. In the short amount of time that I was there, I was able to get to know many people at the firm, who again, made a real effort to get to know me.

Now, I really couldn't imagine myself at another firm. As a medium sized firm, Landers goes the extra mile to ensure that your graduate year is fun, full of growth, learning and responsibility, all of which have exceeded my expectations. I have appeared in court, drafted advices, court documents and participated in client meetings. Through all of these experiences I have had excellent support. I have a supervisor and buddy in each team I rotate through and an overall mentor who is there for advice and support whenever I need. Additionally, due to the collegiate nature of Landers there are a number of other lawyers I could turn to for support if necessary.

All in all, being in a firm of this size has allowed me to thrive as a person and importantly, as a lawyer. My confidence has increased, and my legal skills have developed exponentially. For anyone who is about to embark on the clerkship experience I would highly recommend you think about what's important to you and the type of firm that will bring out the best in you.

Expand

When you join Lander & Rogers, you'll have the opportunity to grow into a great lawyer. But that's just the start. Working alongside some of Australia's leading experts and one of Australia's most highly regarded pro bono practices, you'll acquire the real world skills demanded of the very best lawyers. Here you'll become a lawyer and more.

Discover your and at landers.com.au/graduates

Lander & Rogers



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Innovation at Allens

Liza Greenwood Senior Manager - Innovation and Strategy Projects

Allens' innovation program was launched in 2016 and is led by Anna Collyer, Partner and Head of Innovation.

We have been experimenting with, testing and refining new technologies and processes, so that we can guarantee our lawyers and clients have access to the latest and leading solutions, now and into the future. Through our in-house legal products lab, we continually test what is on the market, embrace those products we see as leading it, and work with developers to refine their application, ensuring we stay at the cutting edge of legal practice across our industry and market.

Importantly, innovation is a way for people from all parts of our firm to be hands on with emerging technology and products, and to work with them under our own roof, so that we not only adopt new technology and processes but act as a leader in that evolution. At any given time, people from our legal and business teams across the firm can be found working on the development and application of new technology and processes, or exploring altogethernew solutions for the benefit of our clients.

Our innovation program can broadly be broken down into three areas. Depending on your interest as a lawyer, you might get involved with different aspects of innovation in varying ways.

- Redesigning today: our existing legal services • delivered in a more efficient and effective way:
- Building the culture: creating opportunities for all to get involved, and supporting a transparent and collaborative environment; and
- Creating tomorrow: acting as an leader to drive ٠ change in the industry, playing a proactive role in the future of law.

For us, new recruits bring a fresh perspective and creative ideas, and we genuinely value the contribution our new lawyers are able to make in

this space. Our program includes a number of initiatives that harness the energy and enthusiasm of junior lawyers, and help us stay ahead of the curve as a firm. For example

- We crowdsource ideas and challenges, and then ask employees at all levels to participate in problem-solving, using human-centred design techniques.
- We recently ran a firm-wide 'zombie hunting' campaign, where everyone was asked to post a task, process, project or meeting that was no longer delivering its intended value. There were 194 zombies identified and almost half have now been killed off.
- A group of junior lawyers called the 'innovation underground' meet regularly to act as a bouncing board for cultural projects: eg how we can increase transparency, open collaboration and encourage participation in innovation projects.
- Each of our practice areas has a partner champion and an innovation squad that focus on opportunities for efficiency and new business models within their group. This network is supported by an innovation team, who provide guidance and best-practice techniques.

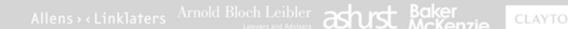
We know different people have varying degrees of interest in innovation and technology, so our program also allows lawyers to get involved in the more technical aspects of client solutions. For example, as a junior, you might be involved in training an algorithm to perform a first-pass review of privileged documents, encoding decision logic into an automated contract, or acting as the subject-matter expert on a bespoke app build.



More broadly, we are engaged in many industry partnerships and collaborations that help us anticipate change and act as a thought leader on technology, innovation and law:

- We are founding sponsors of The Legal Forecast, a student-led organisation focused on advancing legal practice through technology and innovation.
- Allens is a sponsor of the Science and Technology Law Association, which aims to create opportunities for students by fostering an exchange of ideas.
- We are participating in a 10-week pilot where engineering students collaborate with our lawyers and project managers to solve a specific 'real world' problem for new energy clients.
- The Allens Hub, a research partnership with UNSW, gives us access to cutting-edge research on business-critical topics, such as data justice and cybersecurity.
- Together with a legal-tech provider, we co-sponsor and participate in an annual competition to develop social justice apps that solve a problem for a number of not-forprofits

Regardless of whether you have a particular interest in innovation and technology or simply want to understand the impact these will have on the legal industry, or the law in general, Allens provides you with real opportunities to get involved and expand your horizons.







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Clerkship Insights

Kate De Highden Law Graduate

If you are reading this and asking yourself "Should I apply for a clerkship" then the answer is without a doubt yes! There is no better way to find out more about what it means to work in a law firm than by completing a clerkship.

At Thomson Geer, the clerkship process begins by submitting an online application and cover letter. In your cover letter it is really important that you demonstrate why you are interested in completing a clerkship with the firm. Make sure that you spend time researching Thomson Geer and definitely try to get along to at least one careers fair and speak with someone from the firm.

Those who are successful in reaching the second round are then invited to respond to a number of questions by way of video presentation. This video provides you with an opportunity to show your true personality without the pressure and formality of an interview.

In the final round, applicants are invited to attend a networking event with Thomson Geer partners. I found the thought of this guite nerve wracking, but the partners are really down to earth and are just interested in finding out more about you. It also gives you the opportunity to find out more about the firm and the type of work we do.

The clerkship program at Thomson Geer lasts for four weeks. Each clerk is placed into one of the practice groups, usually based on their preferences. You will also be assigned a supervising partner and buddy. During these four weeks you will receive training in a variety of different areas, including file management and research skills.



You will also have the opportunity to attend information sessions from each of the practice groups at the firm, which will assist you in determining what area of law you may like to eventually practice in.

As a clerk you will get involved in a variety of different things, including attending client meetings, drafting letters, preparing research memorandum, reviewing documents and attending court. I was fortunate enough to commence my clerkship two weeks out from a trial in the Supreme Court of Victoria. This meant that I had the opportunity to get involved in the trial preparation and I was also able to sit at the bar table during the trial and assist counsel.

At Thomson Geer, we also have a very active social club that holds a variety of events each month. A few highlights include the annual trivia competition, the "bake off" and the lawn bowls competition. Clerks are highly encouraged to attend these events, as they allow you to get a feel for the firm's culture and provide you with an opportunity to extend your professional network throughout the firm.

Graduates are recruited straight from the clerkship program. At Thomson Geer, the graduate program runs for 12 months. During these 12 months you will complete three, four-month rotations. The rotations provide you with an opportunity to explore and experience a variety of different practice groups over an extended period of time, before making a decision on where you would like to settle.



Tips

1. Don't wait until applications open to start preparing – I would recommend that you start researching firms as soon as possible and create a list of the firms that interest you.

2. Ask a friend or family member to look over the documents you are submitting, to ensure that there are no spelling or grammar mistakes.

3. Don't be afraid to get outside of your comfort zone!







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Graduate to Senior Associate

Mitchell Sharman Senior Associate

I am a Senior Associate in the Property team at Maddocks, and I joined the firm in 2006.

I rotated through the Property, Tax Controversy and Commercial teams.

The level of responsibility placed on my shoulders as a graduate was daunting at first, but I look back on that time and have no doubt that it set me up for a successful career at Maddocks.

In my first few months at Maddocks, I was seconded to work at a global client's office, where I worked closely with senior executives on a high-profile taxation dispute. I then worked closely with senior lawyers on multiple transactions for a top-tier national property developer in what was then a very busy time for the property industry. It was a level of responsibility that I was not used to, but quickly had to embrace!

The willingness of Maddocks partners and senior lawyers to involve you in matters and give you a degree of responsibility is also second to none, and whilst the work is great, the relationships you build as a graduate can often be overlooked - some of my best relationships in the firm are those with the partners and senior lawyers with whom I worked closely in my graduate year.

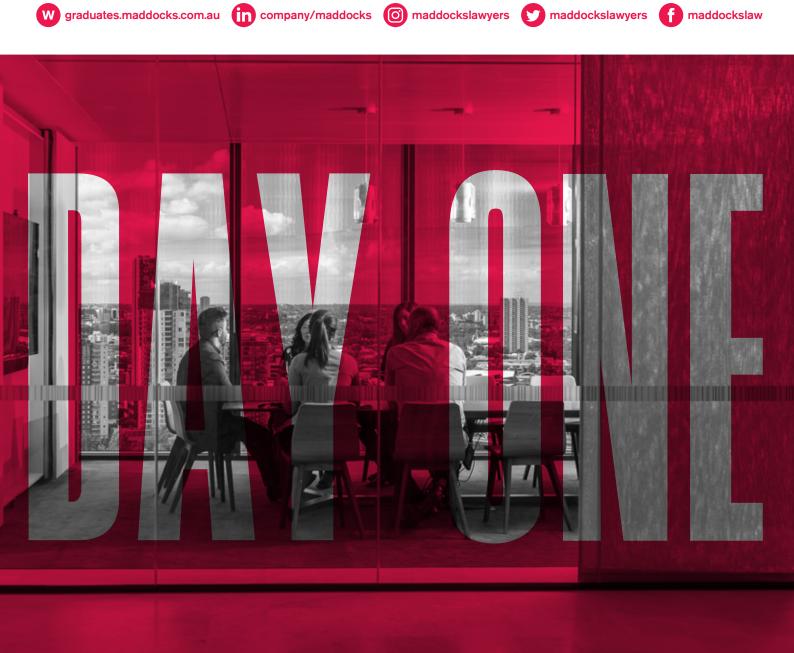
I act for a broad range of clients, but my practice principally comprises of private corporates, developers and high-net worth individuals. I provide advice to them on the acquisition and disposal of land, large-scale development projects, strategic use of land including leasing, environmental matters and disputes.

I also have a select group of local government clients for whom I have acted since I started at Maddocks, and I provide them with advice on the development, operation and use of key municipal assets such as golf courses, leisure facilities, basketball stadiums and swimming pools. A unique area of my practice involves advising banks, receivers and managers and administrators on the sale of distressed assets.

I have always had fantastic support at Maddocks, and I have always been encouraged to pursue opportunities that I have a strong interest in.

Maddocks is great at keeping everyone in the firm updated on current trends in the law, or in the business of law, including issues surrounding the firm and the legal market. This is done via regular, targeted training or education sessions, or firmwide 'town hall' style meetings with the CEO. In addition to this, since my first day as a graduate lawyer, I have had monthly mentoring sessions with my partners, which provides an opportunity not only for regular feedback, but to talk about my personal goals and objectives.





From Day One you'll experience what it's like to work at Maddocks You will have challenging, meaningful work, gain exposure to clients, work in a supportive and collaborative environment and have access to partners.

Join our graduate program and access real client work for high calibre clients, outstanding training and development and become part of a firm where you're involved from Day One.

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Maddocks





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A Day in the Life of a Graduate



Alice Waterson Graduate Lawyer

My name is Alice Waterston, and I started at Minters as a graduate in March 2018. Like many of my cohort, I had spent the past few months overseas, enjoying a few months off after three pretty intense years of studying the Monash JD full time, and working part time. I had been living overseas in the Rocky Mountains in Canada for four months and working in a store selling essential oils and aromatherapy products - so I was definitely expecting a bit of a culture shock transitioning back to Melbourne life. I arrived back in Melbourne only four days before my start date at Minters, and was thrown head first into a full week of College of Law, and meeting my 34 graduate colleagues that would make up my cohort. It was immediately apparent that there was a common thread linking us all together; within that group were 35 approachable, personable, down to earth and friendly people, some of whom will be life-long friends. Being part of a group of likeminded people made the transition into full time legal work easy and enjoyable.

After the initial 10 days of training, we started full time in our practice groups to commence the first of three six month rotations comprising the graduate program. My first rotation was in the Dispute Resolution team (where I had completed my clerkship way back in November 2016). Fairly soon after starting in the team, I started working on the Financial Services Royal Commission. You may have read many news articles over the past 12 months concerning the negative aspects of Royal Commission work (read: junior lawyers working until the early hours redacting documents).

However, my experience at Minters doing this work was a completely different story. While the work was challenging and constantly evolving, I was lucky to be working as part of a small team of extremely proficient senior lawyers and partners who made me feel like I was part of the team from day one. Throughout that initial rotation, I was given the opportunity to work on a variety of interesting

reports, submissions and witness statements. I also had the opportunity to work onsite directly with clients, which gave me an insight into the challenges they were facing in responding to the many and varied requests from the Royal Commission. Most importantly, the lawyers I was working closely with supported me each and every day to ensure I was doing the best work that I possibly could.

Of course, working on the Royal Commission while trying to complete College of Law assignments was not without its challenges, and I learnt a lot about how to manage competing priorities. It is surprising what a bit of pressure can do to productivity! In my opinion, the first year as a graduate is predominantly about working out the most efficient way to do things (which will be different for everyone), and about noticing the types of work you most enjoy and that make you feel empowered to succeed.

Beyond the work, were the friendships and mentoring relationships that developed throughout my first year. Having these supportive relationships at work has made it a much more enjoyable place to be. Beyond the graduates, I have been able to build mentoring relationships with senior lawyers and partners who have taken an interest in my development and given me something to aspire to. Rather than seeing Minters as a place I will spend a short time gathering experience before leaving to do something else, I see Minters as a place where I see many possibilities to grow my career for the long term.

A year on, I have completed a further rotation in the General Insurance team, and have recently commenced a rotation in the Commercial and Regulatory team, specifically within the Competition team. I feel very privileged to have been able to get such in depth experiences into three quite different areas of the law, and believe I'll have a hard time in September this year, when I will need to decide where I ultimately wish to settle permanently.



In the pro bono space, we have the opportunity to participate in Justice Connect's Homeless Law program. This can be challenging work, given the fact that we are often dealing with clients with many complex social, physical and mental health problems.

While I have represented four clients since starting with the firm, I appeared for the first time at VCAT on behalf of a client this week. While the appearance was nerve wracking and the hearing that ensued was high pressure, the informal nature of VCAT's jurisdiction was a great introduction to appearance work. Reflecting upon this experience, I feel that the most valuable learning opportunities that I have had this year have come from putting myself outside my comfort zone.

When I reflect back to my clerkship and the initial application process, I recall finding it difficult to differentiate commercial law firms from each other from the outside. Many offer similar practice areas, a variety of work and clients, and pro bono opportunities. However, having worked at Minters for a little over a year, I genuinely feel that there is something different about this firm. Rather than feeling like just a small piece of a big puzzle, the lawyers who I have worked with at Minters have made me feel like a genuine contributor to the projects I have worked on. My first year as a graduate has been full of exciting opportunities to excel, and I am really looking forward to what the years to come will bring.



Workplace Culture & Finding Your Fit

Cassie Mortimer and Kelvin Ng Lawyers Norton Rose Fulbright

Clerkships and graduate rotations are like a strange corporate version of Bachelor in Paradise: firms and teams are trying to find a graduate, you're trying to find a job and then a team to settle in, and everyone is looking to impress. Thankfully, while daunting at times, the process is not actually dramatic enough to warrant being televised. This article attempts to break it down for you.

What is culture?

Culture is a nebulous term, but it can be described as the set of shared values, attitudes and behaviours within a group. More tangibly, what it comes down to is the people and dynamics of the relationships between them. Even within the same firm, different micro-cultures exist from team to team. Further, leadership, both formal and informal, can set the tone for a team.

How do I know what the right fit is?

In order to make informed decisions, you should try to gauge what the cultures of the relevant firms or teams are like. Networking events are a good opportunity to meet with representatives from various firms and you can get a feel for culture based on interactions with them – senior staff are more than happy to answer questions about their work and teams if you are curious, but juniors are particularly helpful, as they can provide a bottomup perspective. You should also consider reaching out to people directly, as most people are happy to have a chat about their experiences over coffee.

Although there are some obviously desirable characteristics (regular coffee runs anyone?), finding the right fit is a highly subjective exercise. For instance, if you are extroverted and keen on finding a team with a bit of banter, teams recommended by someone who prefers a more serious culture may not be for you.



As such, it's important to take the time to reflect on your own priorities and take advice from peers within context.

While it's good to have an idea of what you want, you should still keep an open mind; it's hard to know what something's actually like until you've tried it for yourself. In stepping outside of your comfort zone, you may learn things about yourself, such as enjoying things that you didn't expect you would; the example of graduates who loved teams they thought they wouldn't is common for a reason.

So how do you know what the right fit is? In most cases, there isn't a clear-cut Eureka moment; because firms and teams are so different, it's difficult to compare them directly and they'll each have their own merits. Ultimately, the right fit has to be mutual; you need to like them and they need to like you.

What if it isn't the right fit?

Even if the fit isn't right, it's not the end of the world. That's the point of clerkship and graduate programs: to let you try different firms and teams to see what works best. If nothing else, it can be part of a process of elimination; you'll have learned that it's not for you, which you couldn't have known otherwise. There are plenty of other lessons to be learned from such experiences, including how to get along with people you don't necessarily click with immediately. You should also bear in mind that it's a small world and you never know when the connections you've made will come in handy.



How do I fit in?

As a newcomer, the best approach is often to start by observing and taking your cues from others. This can be as simple as reading when someone is busy. Often, other juniors can help you work out how senior staff like things to run.

However, it's not about being homogenous; diversity is valuable and people play different roles in groups. It's also important to be authentic, since pretending to be something you're not is unlikely to be enjoyable or sustainable. Also, you never know – other team members may also have had a Twilight phase, and that quirk could be something you bond over.

While it's natural to want to make a good impression, remember that trying too hard to do so can actually be counterproductive, as being anxious colours your interactions with others. Many of us suffer from imposter syndrome; chances are that people actually like you more than you think, so don't be afraid to put your best foot forward. Finally, culture isn't just experienced passively; you too are an active contributor and should endeavour to shape culture positively. At the end of the day, it's up to you how much you want to get involved, but as a general rule, the more you put in, the more you get out.

Good luck trying to find the firm and team for you – remember, the one is out there (somewhere)!





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Human Rights in **Business**

Dr Phoebe Wynn-Pope Head of Business and Human Rights

In 2011, the United Nations Human Rights Council unanimously endorsed the UN Principles on Business and Human Rights. The Guiding Principles apply to all States and to all business enterprises and are based on three fundamental pillars. First, the existing obligations on States' to respect, protect and fulfil human rights and fundamental freedoms; second, the role of business enterprises to comply with applicable laws and respect human rights, and finally the need to ensure that when rights are breached, that there is appropriate and effective remedies in place.

The Guiding Principles were developed in an environment that was increasingly demanding businesses pay more attention to the impact of their operations on human rights. The Kimberley Process was established in 2003 in response to concerns that diamonds were funding and fuelling conflict, and that diamond companies needed both transparency and accountability with regard to the origins of their wares.

In 2010 the US Congress passed a 'conflicts minerals' provision commonly known as Section 1502 of the Dodd Frank Act, which requires US publicly listed companies to check their supply chains for tungsten, tantalum, gold and tin, and to ensure that, if those minerals came from the Democratic Republic of Congo or neighbouring countries, they should demonstrate they had undertaken due diligence to make sure they were neither funding armed groups, nor contributing to human rights abuses.

Some of the most recent developments in relation to legislation impacting on business operations and human rights have been in relation to modern slavery. The UK Modern Slavery Act (2015), the French Duty of Vigilance Act (2017), the Modern Slavery Act 2018 (NSW) and the Modern Slavery



Act 2018 (Cth) all seek to address and eradicate modern slavery by requiring business enterprises to undertake due diligence and report on the risks of modern slavery in their supply chains. While the NSW Act is yet to commence, the operative elements of the Commonwealth Modern Slavery Act commenced on 1 January 2019 and its requirements are worthy of further elaboration.

Under the Modern Slavery Act (the Act) businesses with a consolidated revenue of more than A\$100 million are required to furnish a Statement which will be publicly available and held on record by the Department of Home Affairs. In that Statement business enterprises will be required to describe their structure, operations and supply chains, and identify the risks of modern slavery practices in them. Reports should describe what steps have been taken to assess and address the risks including due diligence and remediation processes. Reports will also be required to describe the consultation process undertaken as a part of the investigation process, as well as how businesses are assessing the effectiveness of their efforts to address any modern slavery risks they may have found in their supply chains.

In the first instance this is a significant piece of work and one that will require investment in both time and resources to get right. However, businesses have the opportunity to see their modern slavery reporting not only as a compliance cost but also business opportunity. By respecting human rights and actively working to assess address and mitigate any adverse human rights impacts, businesses have the opportunity to enhance their brand and reputation, while encouraging investment and driving shareholder value.

We know that in 2016, 32% of Australian investors noted that they would not invest in companies if they perceived that there were human rights risks (AHRC & EY report April 2017).



Environmental, social and governance (ESG) indicators are increasingly used by business to report on their sustainability, and while the emphasis in recent years has been on environmental reporting, there is increasing attention on the social impacts of business. Human rights frameworks can help business report effectively against these measures.

The recent Financial Services Royal Commission demonstrated the very real risks of putting profit before people, and challenged the notion of shareholder supremacy while acknowledging that Boards need to consider a wider range of stakeholders – and society's expectations – when making decisions. One way to do this is by embedding respect for human rights into an organisation's culture, understanding and practices and putting in place policies and procedures to address any identified human rights risks.

Human rights have become a part of the business landscape, and business leaders ignore the impacts of these rights at their own peril. As a result lawyers and law firms are also increasingly thinking about how to incorporate human rights impacts in advice to clients. With an estimated A\$150 billion of profitability in the global market riding on the back of the 40.3 million men women and children working in modern slavery, the eradication of slavery, and appropriate, transparent and just remediation of adverse human rights impacts will have inevitable costs. But over time they are costs the market will be required to bear, as States, investors, customers, shareholders and communities are demanding that the business sector step up to the mark.



Your Fast Track to Day One at Maddocks



Emily Desmier People & Culture Advisor Maddocks

The path to a clerkship can be daunting. Plenty of forms, cover letters and nerves!

The aim of this article is to give you some valuable insights and tips to make what can be a daunting process as straightforward as possible. I hope this information fast tracks your path to Day One at Maddocks.

Knowledge is power

- Attend career fairs as they will give you a unique opportunity to talk to lawyers and partners who work at different law firms and to gain valuable insights into those firms.
- Sign up for mock interviews. By participating in this process you will gain interview experience and start building relationships with key People and Culture contacts.
- Research firms of interest and read widely. Valuable information can be found on firm websites, in Lawyers Weekly, Australian Financial Review Friday edition - Legal Affairs.
- Note opening and closing dates for clerkship applications and ensure you allow yourself plenty of time to organise and submit your applications on time.

Top Tip: Research is important so start your preparation early.

Preparing powerful cover letters, CVs and applications

- When preparing your cover letter, CV and applications, make sure your communications are clear and concise, use plain English language and include examples demonstrating your skills and experience. Make sure you thoroughly proof read and check your spelling, people's names, and have included all documents requested.
- Address your covering letter to the relevant People and Culture Advisor. .
- We receive over 500 applications each year so highlight your key attributes and let us know what sets you apart.
- Choose an effective CV layout: Include a general section covering your education, interests and volunteer work, together with work experience in reverse chronological order starting with the most current experience.
- Clerkship application questionnaire forms can take longer to complete than you might expect and require thoroughly considered answers. Reflect on and refer back to your research into the firm and your own interests when providing your responses.

Top Tip: Make sure you tell us why you are interested in a clerkship experience at Maddocks.



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- Dress in business attire. First impressions last longest.
- Arrive 10 minutes before the scheduled time of your interview. If something goes wrong and you are unable to attend for any reason, contact the relevant People and Culture Advisor as soon as possible.
- Understand the core values, practice areas, key clients, recent transactions, firm news, awards and achievements of Maddocks. All this information is freely available on the firm's website and social media channels.
- You will be given the name of the partner who will be interviewing you. Make sure that you view their profile on the firm website.
- Speak with any contacts that you have; they may be able to provide some valuable and insightful tips.
- Research typical interview questions and ٠ practice mock interviews with friends and family.
- Be confident about your application and be prepared to have an engaging conversation about any aspect of your application. You never know what aspects interviewers will ask you about.
- Be aware of your body language and maintain good posture and eye contact throughout the interview.
- At the interview you will be given the opportunity to ask questions.
- Bring the original or a certified copy of your academic transcript and any other documents requested.

Top Tip: Prepare a couple of questions to ask at the interview, this could relate to a particular interest of yours or an initiative within the firm.

- Law firm networking events are a great opportunity to engage with the firm.
- Be prepared to introduce yourself and join conversations.
- Listen and be curious. Taking an interest in the people you meet is the essence of good networking.
- Connect and keep in touch. Leverage your connections through LinkedIn and Twitter.

Top Tip: Attending networking events can be a great way to increase your awareness about the legal profession.

The clerkship application process provides a great opportunity for you to create your CV and develop a covering letter, gain valuable interview experience, meet a range of people, and get to know law firms. Whatever the ultimate outcome, look at this as a great learning opportunity, where you can gain valuable insights and experience for your future career.



Work/Life Balance

Matt Persico Lawyer Thomson Geer

Let's get what might be an unpopular view out of the way – "work/life balance" is a misnomer, a myth even. That's because such a notion treats work and life as being mutually exclusive, which they invariably aren't.

"Work/life balance" is often understood through the purely quantitative lens of how many hours you work in a day or a week. In my view, that's oversimplifying things. In reality, if you are looking to work in the legal profession, or any other highly-competitive service industry in 2019 (think professional services, management consulting or investment banking to name just a few) be acutely aware that working longer or more unpredictable hours is part and parcel of the job.

Of course, the idea of "balance" is entirely subjective. There are aspects of working longer hours that can certainly be worth embracing, provided it is reasonable, in moderation and not to a point which causes undue anxiety.

Perhaps unsurprisingly, it's quite addictive for some personalities in law firms to enjoying working longer hours. For these people, it is akin to training for a sport or practising a musical instrument, i.e. the more repetitions I have, the better I become. Personally, work is an opportunity for me to invest in myself. It allows me to develop my legal skills, to gain more autonomy, to challenge myself intellectually and to grow personally. That's why I don't think it's appropriate to treat work and life completely separately.

As a lawyer in an active corporate and M&A team, I thoroughly enjoy working through complex issues for our clients and the satisfaction from delivering great outcomes for them. That said, the work we do is quite challenging and time-consuming, with deadlines often well beyond my control.



Working in a corporate environment is understandably not for everyone. However, it is possible to implement strategies to ensure you maintain your life away from the office once you understand the pressures that you may face on a day-to-day basis.

Here are some things I've found have helped me personally and professionally over the last three years in a law firm:

1. Flexibility: Work requires a bit of give and take from both you and your employer. Flexible working arrangements exist at Thomson Geer allowing me to work from home or off-site, so that even if I have an engagement after work, I can easily log back on later that night if need be. As I have the flexibility to work late to get the job done, I can attend a personal appointment during the day.

2. Learn how you work best: I prefer to get in early or to stay later rather than work from home. Setting boundaries has helped me have a clear separation between work and everything else in my life. In your case, you might consider that your personal circumstances are more conducive to working from a particular room in your home. If it's important to you, find a workplace that can support your work style.

3. **Communicate:** While I'm not the biggest advocate of making weeknight plans, if something important pops up, clear communication with your colleagues and clients usually ensures you can attend those events without work interfering.

4. Have interests outside of work: It might be playing a sport, having a regular trivia team, mentoring disadvantaged youth, performing in a band or volunteering with a community group. Whatever it is, have some outlets away from work that allow you to socialise, express yourself, give back, have fun, switch off or unwind, whatever it is



that makes you feel like you are not just defined by your job.

5. Fitness: One of the first things that goes once we get busy with work is exercise. While getting a deal across the line is good fun, it's important to find other sources of adrenaline. Making fitness part of my daily routine has allowed me to train for long-distance and endurance events whilst still working full-time. I find staying physically fit allows me to keep my energy up during the day at work and also lets me clear my head.

Ultimately, juggling work with everything else is different for everyone, depending on their circumstances and personal interests. It's not something we resolve overnight. Rather, it is an ongoing challenge which everyone (from a seasonal clerk to the most seasoned professional) manages differently, and how they manage it, and how difficult it is manage, can change over time. Find what works for you and don't be afraid to identify the things you need to put in place to find a "balance" in your own life, whatever that means to you.





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Why Choose **Professional Services?**



Shalaka Perekh Management Consulting

This was a question I asked myself numerous times when I first graduated from Monash University in 2017 with a Bachelor of Law / Bachelor of Science. When I was looking for jobs as a fresh graduate, it meant a lot to me to understand why I was pursuing a particular career path. Why did I want to work in professional services? Professional services encompasses a range of professions, one could be a legal advisor (lawyer), a commercial advisor, an auditor, an actuary and so on. From a host of options, I decided to pursue a career in Management Consulting.

I'd be lying if I said that the glossy office, the suits and the well-spoken individuals in consulting were not attractive. This glossy veneer attracts a lot of younglings like myself to the profession. But now, having spent a year in KPMG's Shared Services & Outsourcing Advisory team, I can confidently say that Management Consulting is a whole lot more than this perception. Management Consulting is a very challenging profession with demanding clients and complex problems that require a unique skillset and a great deal of resilience.

From my experiences so far, I have learnt that good consultants are chameleons. They quickly adapt to the client, problem and people they are dealing with and are really comfortable with change. The guicker you can adapt and understand your client's problem statement, the quicker you can find creative solutions for your client.

Having been on both short and long-term engagements, I have seen that this openness to change and being flexible or agile is really important. Even as a junior consultant, you will always be on the go. You might be travelling from the office to the airport whilst dialling into a team meeting and preparing for a client workshop. Maintaining your bearings amongst the chaos and knowing when to turn off the noise and what to prioritise are all hallmarks of a good consultant.

One thing that I like about Management Consulting over other professional services is that consultants are often "in the weeds" with the client. In most of my projects, I have been based at the client's office which is great as you get access to their systems, tools, intranet and people. This client service delivery aspect of consulting is both rewarding and challenging. It is very rewarding when clients follow your recommendations / advice, and on the flip side, it is extremely frustrating when you see disorganised businesses that are not willing to address their pain points. Either way, this handson project work has given me valuable training for becoming a trusted commercial advisor. I am constantly learning about different organisations, industries and sectors.

Prior to commencing at KPMG, I worked for one year in the federal government. Comparing my experiences working in government to my role in consulting, I can attest to the fact that you will be surrounded by a lot of motivated and ambitious people in professional services firms like KPMG. As it is a competitive environment, there is no room for complacency. In my view, this steep learning curve is great because it forces you to grow and learn quickly. If you are a student or a recent graduate and are considering professional services, you should definitely take the plunge!



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Diversity & Inclusion

at Corrs

Heidi Roberts and Julianne Tkaczuk Partner, Diversity & Inclusion Manager

Corrs Chambers Westgarth is enabling a truly diverse workforce. We strongly believe that diversity in all its forms should be embraced and celebrated, and know that if it is, our people, our clients, our firm and the industry at large will benefit. Our success relies upon attracting, retaining and providing development opportunities to talented people with diverse ideas, backgrounds and experiences. We have therefore made a significant investment in integrating diversity and inclusiveness into everything we do.

Our vision is a generous, supportive and inclusive culture where all our people are connected, valued and empowered to succeed. We want our people to contribute their perspectives, ideas and talents, identify opportunities and challenge the status quo. We're extremely proud of our diversity progress, and of our numerous policies, initiatives and programs for promoting a supportive and inclusive culture. Corrs has been consistently named as an Employer of Choice for Gender Equality by the Workplace Gender Equality Agency (WGEA), was named as 'Diversity Law Firm of the Year' finalists at the Lawyers Weekly Women in Law Awards (2016-2018) and achieved Bronze Tier Employer status in Pride in Diversity's 2017 and 2018 Australian Workplace Equality Index.

The firm's, ongoing commitment to gender equality is embedded in a strong strategy, with publicly known targets, tools and training, and measures to track progress. The firm continues to provide executive coaching for senior female lawyers, mentoring and networking opportunities, and is committed to addressing pay equity. We also apply a gender equity assessment to talent identification,



promotions, leadership and succession pay planning.

The need for flexible working is a key business reality for the firm. We recognise that people may want or need flexible work arrangements for many reasons at varying times in their lives and careers. We also know that flexibility and mobility between teams, practice groups and offices to resource matters and rapidly meet client needs is essential to success. Our Flexibility@Corrs program was developed with the aim of making flexible work a standard business practice for all employees, regardless of gender or age and without adverse impact on career goals.

Our national Pride@Corrs Network aims to support the inclusion of our LGBTI+ people and enhance our broader engagement with the LGBTI+ community. We are proud members of Pride in Diversity (PID), and conduct numerous internal and external activities which promote and enhance inclusion, such as national LGBTI+ awareness and ally training. We continue to provide pro bono advice and support for a number of organisations, including The Channel and the Australian Federation of AIDS Organisations, and the firm is a Gold partner sponsor of Midsumma Festival, Victoria's premier LGBTIQ+ arts and cultural festival.

Building awareness and understanding of the firm's cultural diversity and leveraging this for business success is essential. In 2017 Corrs signed a cultural diversity commitment with members of the Managing Partners Diversity Initiative to improve cultural diversity in leadership and the firm is a founding member of the national Leadership



Council on Cultural Diversity. We are also members of the Asian Australian Lawyers Association (AALA), which promotes cultural diversity in the law.

Indigenous Inclusion

Our 2018–2020 Innovate Reconciliation Action Plan (RAP) was launched in July 2018 and is the firm's second RAP. It provides a clear roadmap for the firm to increase its reconciliation support efforts, including bold new goals and progression of existing activities. The plan guides us in working shoulder-to-shoulder with Aboriginal and Torres Strait Islander peoples to develop and deepen mutual respect, relationships, opportunities and meaningful support. We have made significant inroads and will continue delivering on our RAP commitments.



Global Experiences with Baker McKenzie



Robert Gough Associate Baker McKenzie

"Born Global", "Passionately Global", "The Truly Global Law Firm" – I am sure many of you aspiring Seasonal Clerks have come across these descriptions in relation to Baker McKenzie on many occasions. Having been with the Firm for 5 years now, these really couldn't be a more apt description of Bakers!

Cross-border transactions

Starting at Baker McKenzie as a Graduate, I rotated through our IPTech, Environmental Markets and Corporate teams before settling in the Melbourne Corporate team. During my 5 years I have worked on deals and projects, both big and small, across a range of industries, and I can count the number of transactions that did not involve an international client or business on one hand!

Whether it be a large public M&A transaction, corporate restructure, private sale or purchase, or financing and development of a renewable energy project, working with clients from across the globe is an everyday experience at Baker McKenzie. As a result, working across time zones and managing the intricacies of co-ordinating multiple jurisdictions are all in a day's work!

The most exciting aspect of cross-border transactions is that there is always something new! You meet people with different cultural, linguistic and legal backgrounds, learn about the laws of many different countries and get exposed to your client's global strategy. This has kept things exciting and professionally satisfying.

A global outlook

It's not just the work that is global at Baker McKenzie – our lawyers are encouraged to venture out and engage with the world and the wider Baker McKenzie community right from the beginning. Shortly after completing my Graduate Program, I was given the opportunity to attend our Asia-Pacific Power Academy in Manila. This multi-day program allowed me to meet and network with a number of our clients and with Baker McKenzie lawyers of all levels from across the region – learning first-hand about the latest energy developments in emerging Myanmar, the radical overhaul of the Japanese electricity system and how projects and transactions in the energy industry are run. Perhaps most memorably, I was asked to present to all of these clients and lawyers on the Australian electricity market – yes, junior lawyers at Bakers do get these amazing opportunities!

A culture that embraces differences

One of the most rewarding things about working with Baker McKenzie has been my involvement in the Firm's cultural diversity steering committees in both Australia and London (more on that below!). Aimed at fostering and encouraging cultural diversity and inclusion within the Firm and when working with clients, my participation in these committees has allowed me to assist in implementing the Australian legal industry's first cultural diversity survey, witness the announcement of the first ethnic minority targets for our Firm in London, and also interview my colleagues to learn about where they are from and how their cultural experiences have influenced their careers. All of these things speak volumes about the inclusiveness you will find at Baker McKenzie.

Working in old London town

Perhaps the most striking example of the global nature of life at Baker McKenzie is that I am now based in our London office! At Baker McKenzie, the opportunity to live and work overseas is very real. Currently, within the Melbourne Corporate team alone, there are three of us who have worked in London, a colleague who has worked in Chicago and another colleague who is in Singapore – all with Baker McKenzie. And that's not including the Partners!



Over the course of the past six months, I have worked with clients across the UK, Europe and Asia on a range of healthcare and energy deals – and was even able to work out of our Luxembourg office for one of them. My team includes colleagues from Brazil, Mexico, Venezuela, Turkey, Greece, Australia, New Zealand and China – bringing with them work and clients from all over the world. With at least six months to go, the pipeline of cross-border deals is exciting and extraordinary (even whilst enduring the circus that is Brexit!) and many opportunities lie in wait – an invite to attend a training course in Geneva landed in my inbox only this morning.

Is this something you are interested in?

Having worked with Baker McKenzie for the past 5 years, it is clear how integrated the Firm is and the enormous benefits that this offers to its clients and lawyers. The experiences that Baker McKenzie offers its lawyers are also unrivalled, and to date have been (and continue to be) fundamental to my personal and professional growth.

Baker McKenzie genuinely is the Firm that is "Born Global", "Passionately Global" and "The Truly Global Law Firm", with one of the great success factors underpinning the Firm being the diverse global experiences of almost everyone in the Firm. If you are interested in a legal career with global experiences, Baker McKenzie is the Firm for you!



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