

CANBERRA LAW
CLSS
STUDENTS'
SOCIETY

CLERKSHIP GUIDE



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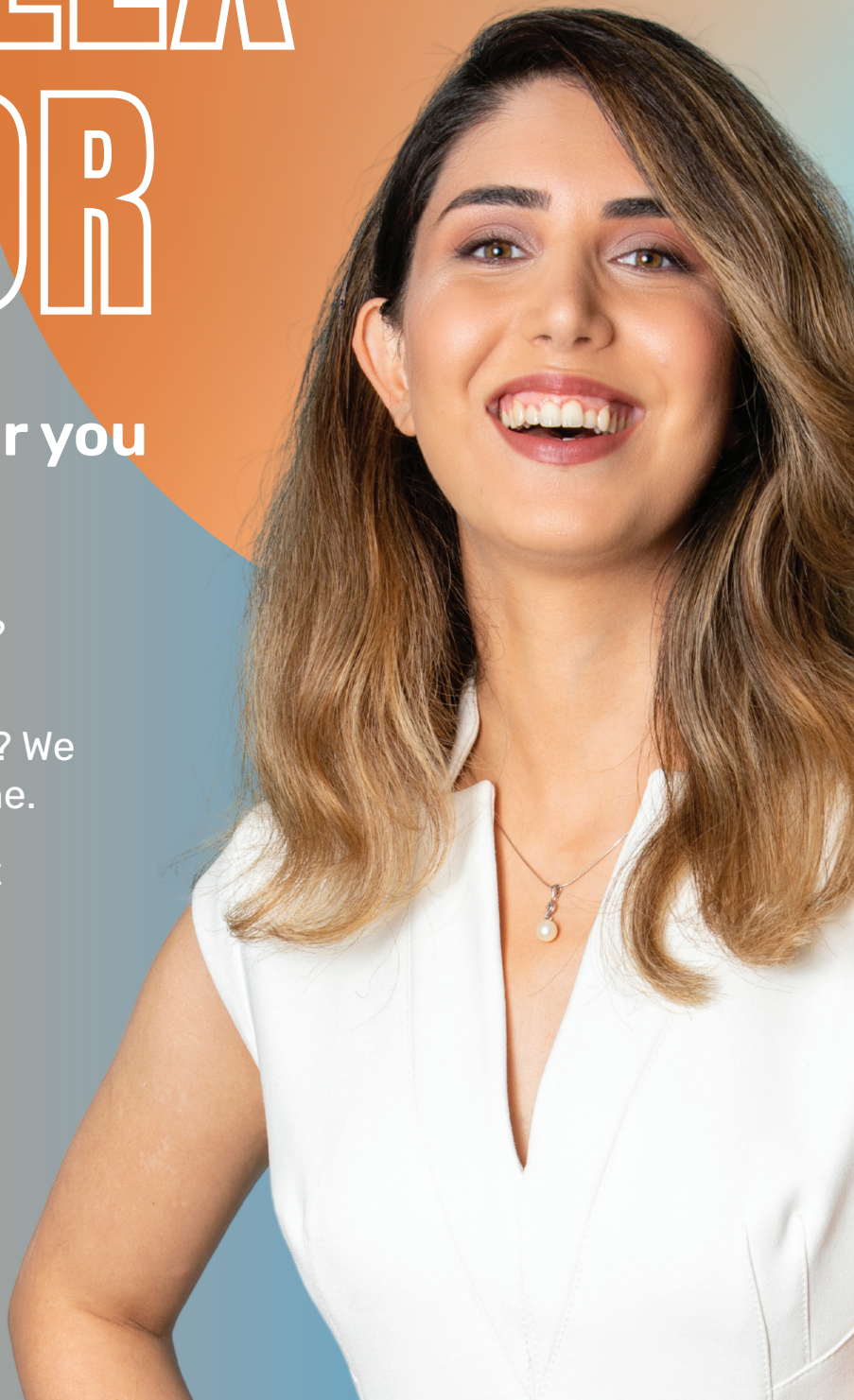
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PLT DONE DIFFERENTLY: MARIANNE HIT PAUSE, THEN FAST FORWARD ON HER CAREER

Marianne Anderson is driven to learn and pursue professional excellence.

After immigrating to Australia in 2011 as a teen, she juggled multiple jobs to help keep her family afloat. Then, once her family was secure, she set her sights on pursuing her own ambitions.

This is the story of how Marianne rose through the ranks from fast food to family law. And how she's not done yet. In fact, her burgeoning legal career is just getting started.

The juggling act

When I was 18, my family and I immigrated from the Philippines to Australia. We brought only the bare necessities. So to keep us afloat, I wasted no time leaping into work.

I worked in retail. Fast food. Telecommunications. I was a baker's assistant. I delivered catalogues.

At one point, I was juggling three jobs at the same time.

It wasn't a glamorous experience. But ultimately, I'm grateful for the grit I cultivated from those times and the hard-won skills I picked up from each job.

I gained invaluable foundational skills – like dealing with challenging customers and doing calculations on the fly – which I've taken with me throughout my career.

Emerging legal ambitions

After three years on my feet, my family and I were secure enough to pause. And I had the freedom to contemplate my ambitions.

Inspired by the iconic Elle Woods in *Legally Blonde* I enrolled in a Bachelor of Laws at Central Queensland University.

I started in 2015, by which point I'd had my first child. That, plus the fact that I was studying online, made academia tough. And slow-going.

The degree was highly theoretical – as most law degrees are. But thankfully I gained real-world experience when I secured a role as a Legal Assistant with Kelly Legal in 2017.

I finally finished my studies in 2020. By then, I was already looking ahead.

Study and support at the College

After graduating, I enrolled to get my PLT with the College of Law.

I chose the College because I sensed that they cared deeply about their students' development.

In my law degree, the large class sizes didn't make for an intimate experience. Neither did the purely on-paper feedback.

But the College gave me a different impression. I believed they would give me personalised support when I needed it.

And my hunch was confirmed when I needed to defer my PLT part way through.

Hitting pause: A program that adapted to my needs

I was pregnant with my second child when I started my PLT. This pregnancy was tough – and I knew I needed to hit pause on my studies.

The College accommodated my needs, without question. "Yep, your health comes first." That was their message.

Months later, after I gave birth, I was ready to return. The flexibility the College offered made balancing my studies with raising another child doable.

There were times when it was difficult to complete my weekly readings and submit assessments on time. Because life happens, with my family falling ill.

Thankfully, the College understood my work and family commitments.

They checked in when I had trouble submitting on time. They granted me extensions which took the pressure off and allowed me to commit to my studies and absorb the learnings.

The College made studying fun, not stressful.

Just the beginning

Thanks to the assistance I received, I completed my PLT with flying colours. The program allowed me to put the theory to the test. And the skills I gained have carried across as I've supported clients at Kelly Legal.

On 11 July 2022, I was admitted as a lawyer of the Supreme Court of Queensland. I was overjoyed. I savoured the moment.

WELCOME: CLSS CLERKSHIP GUIDE

Welcome to the Canberra Law Students (“CLSS”) 2023 Clerkship Guide.

WHAT IS A CLERKSHIP?

Clerkships are a summer program intended to show students what it’s like working in a professional environment. Clerkships mostly range from 4-15 weeks; this usually differs depending on individual firms and will also vary from year to year.

Clerkships are not the determining factor for whether or not a graduate is able to work in private practice, but it is widely used as the preferred method for recruitment. In some cases, clerks are offered graduate positions once their clerkship program has come to an end.

WHAT WILL I GAIN FROM A CLERKSHIP?

The body of the clerkship programs involve:

- Formal training in specific departments or disciplines that the firm specialises in. This will broaden and strengthen your interest, skills, and connections in the specified area as well as the firm itself.
- Guidance and training from peers and managers to learn more about the firm and how it conducts business, while also establishing relationships with professional

colleagues both inside and outside of the firm.

- Evaluations of performance as part of the firms’ annual reviews, which include self-evaluations, as well as input and feedback given by relevant peers, managers, and internal business partners.

ROTATIONS

Clerks undertake rotations through 2-3 practice areas so that they can be exposed to a variety of work and learning opportunities.

WHEN CAN I START APPLYING?

Monday 5 June: Applications for summer clerkships open.

Sunday 2 July and Sunday 9 July: Applications for summer clerkships close.

Wednesday 13 September: Offers for summer clerkships can be made.

Thursday 14 September: Offers for summer clerkships must be accepted or declined by 5.00pm.

Please note this is a general guideline. Check in with each clerkship provider, as noted in the following pages, to confirm their application dates, schedules, and requirements.

CLERKSHIP WITH **CLAYTON UTZ**

If you're a law student in your penultimate year, the Clayton Utz Clerkship program 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. We've built a team of down-to-earth, client centric and collaborative lawyers. We embrace individuality and encourage people to stay true to who they are by bringing their whole self to work.

Their Programs are our future pipeline for the Graduate Program. They are designed to give you a feel for what it's like to be a Graduate and they are a great place to start your career.

In the Clayton Utz Clerkship Program, you can...

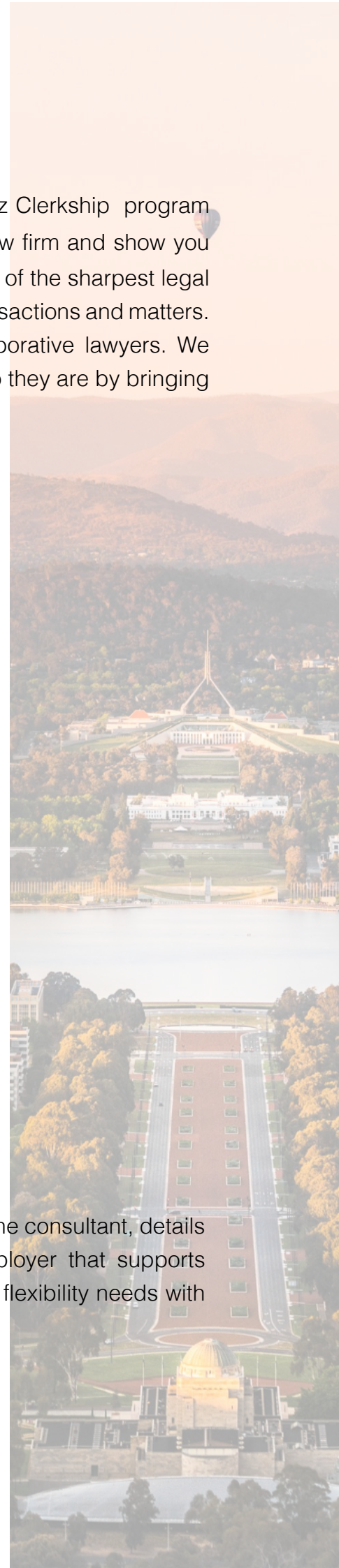
- Explore new areas of commercial law through 2 practice group rotations.
- Expose yourself to challenging, complex and high-profile transactions and matters, including Pro Bono work.
- Be supported by a formal structure of Partners, Senior Associates / Special Counsel and Lawyers who will share industry knowledge and meaningful performance feedback.
- Expand your knowledge of commercial law and build practical skills through continued development sessions.
- Give back through our Community Connect program and participate in social and sporting activities.

How to Apply

To submit your interest in this role, [please click here](#) or contact the consultant, details below, for more information. Clayton Utz is an inclusive employer that supports flexible work arrangements, so please feel free to discuss your flexibility needs with the recruiter for this role.

Consultant Contact Details

Marnie Bain-Lindsay, careers@claytonutz.com



A clerkship at Ashurst gives you an understanding of what it's like to work there, experience their culture and the type of work they do.

In one or two departments – depending on the office you're in, you work on real cases and transactions. A partner supports and mentors you, and you work closely with a qualified lawyer and a buddy.

There are structured training programmes to develop your legal and business skills, and you have the opportunity to take part in the team's social events.

In addition to gaining valuable experience, a clerkship also presents an opportunity to join their graduate programme. They offer most of the graduate roles to people who have completed a clerkship in one of our offices.

Application Process

Showcase your talent by sharing why you want to be a lawyer and why you want to join Ashurst. By providing concise responses to our short answer questions, you can share your insights into the legal industry and more details about yourself.

You will be required to complete three psychometric assessments.

Cognify: will require you to complete a series of online games measuring your problem solving and analytical skills.

Values Fit: helps us to identify candidates who have similar values to Ashurst and our staff. This assessment looks at key work factors and the importance you give each one, ensuring the best cultural fit for both yourself and Ashurst.

Emotify: requires you to complete two online games: measuring your ability to accurately perceive emotions and effectively understand the connections between emotions, and situations that lead to specific emotional reactions.

[Apply here](#)



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](https://www.ashurst.com/careers)

Connect with us on



ashurst

My Clerkship Experience

Anneke Watson, Seasonal Clerk

Studied: Bachelor of Laws (Hons)/Bachelor of Arts

Rotations: Employment, Digital Economy & Transactions



Why Ashurst

I chose to work for Ashurst due to its reputation as a leading multinational law firm which offers exciting opportunities for career progression. The more I researched about the firm, the more attracted I became to both its stellar professional reputation and its inclusive, down-to-earth culture. Ashurst's values of quality, collaboration and out-of-the box thinking ensures that its lawyers are always delivering effective and creative solutions to client problems, making it the perfect firm to begin a career in law.

Your work as a clerk

In my clerkship, I rotated through the Employment team and the Digital Economy and Transactions team. In my Employment rotation I wrote advices, conducted legal research and drafted court documents. While rotating through Digital Economy and Transactions I attended numerous client meetings, conducted case-law research and assisted in preparing a presentation to a client. I thoroughly enjoyed the variety of the work in both rotations and appreciated the opportunity to be involved in tasks with practical significance to the firm.

As a clerk I also worked on four different team projects. This included an optional pro bono research project for the firm, an additional pro bono project for Canberra Community Law, a project based on innovating the clerkship recruitment process and a presentation on a chosen area of Commonwealth commercial activity.

Social aspects of the clerkship

The social experience at Ashurst is one of my favourite aspects of the firm. From Friday afternoon drinks in the office, to team development dinners, there are always plenty of events going on. Importantly, as a clerk, you are always encouraged to attend any and all social events and made to feel very welcome.

Career development at Ashurst

I was extremely impressed with the level of investment that Ashurst puts into the professional development of its clerks and graduates. At the start of our clerkship, we had a two-day induction which helped introduce us to the firm, including a research tutorial (which I wish I could have done at the start of my degree!). The Ashurst Canberra office is also extremely collaborative, so there are lots of valuable opportunities to learn and work with a variety of senior lawyers over the course of the clerkship. Each clerk also had a junior lawyer allocated to us as a buddy who mentored us throughout the process and answered any questions we had.

Ashurst in the community

Ashurst is renowned for its commitment to giving back to the community. Ashurst treats all its pro bono work as extremely important – in fact, all pro bono hours count towards its lawyers' billable targets. Over the course of the clerkship, I had the opportunity to work on a pro bono project for Canberra Community Law. My team was responsible for creating a presentation on social security law that could be presented to and utilized as a resource by volunteers working in this area. This gave an overview of the laws governing key payments such as the Disability Support Pension, Youth Allowance and Jobseeker.

Application tips

My biggest piece of advice on applying for a clerkship is to create a narrative for yourself, using the experiences you have accumulated through your work, sport, studies or volunteering to highlight what you can bring to the firm. Ashurst is not looking for any particular person so don't be afraid to stand out from the crowd. I would also strongly recommend talking to everyone you can at clerkship events or through your own personal network to gain an accurate impression of the firm and what distinguishes it from other top tier law firms.

Who should apply

An Ashurst clerkship is a great way to spend the summer. You will have the opportunity to work in an incredibly friendly and supportive office with industry-leading experts while developing skills you will be able to take with you throughout your entire career.

Begin now at [ashurst.com/students](https://www.ashurst.com/students)

Connect with us on





CLERKSHIP WITH Maddocks

At Maddocks, our vision is to be the modern Australian law firm, invested in our clients and our people. To make this happen we have a culture that emphasises great work and rewarding career opportunities. We are guided by our core values of integrity, stewardship, collaboration, innovation and respect for the individual and diversity.

In the Maddocks program, practice teams you can rotate through for the Canberra Clerkship include:

- Commercial
- Probity
- Privacy
- Property
- Dispute Resolution & Litigation

Application Process

1 Submit your submissions: Submit your CV, cover letter, academic transcript, and respond to short answer questions.

2 Information Evening: Shortlisted candidates will be invited to an information and networking evening where you will find out more Maddocks and network with our partners and staff.

3 The Interview: You will attend an interview with Maddocks Partner and representative of their People and Culture team.

4 Cocktail Evening: The final event is a cocktail evening where you will network with Maddocks partners and staff and ask any fund questions before offers go out.

Contact Details

Gerard Williams, Senior People & Culture Advisor
gerard.williams@maddocks.com.au +61 2 6120 4883

[Apply Here](#)



Your career begins on Day One

From Day One you will have challenging, meaningful work, gain exposure to clients, be given a good level of responsibility, work in a supportive and collaborative team and have regular access to our partners.

The training you receive throughout your clerkship will ensure you are thoroughly prepared and ready to get involved in and contribute to client work straight away.

The program begins with a comprehensive orientation which includes training and development activities.

Join our clerkship program and become part of a firm where you're involved from Day One.



Scan this QR code to find out what it's like to work at Maddocks.



Maddocks

Your career begins on
Day One

|||||
Maddocks



Meet Emily Peachey

Emily joined Maddocks as a Summer Clerk in Sydney and is now a Graduate.

What teams were included in your firm rotation as a clerk?

As a clerk, I rotated through Public Law and Employment, Safety and People. Both of these teams are filled with excellent lawyers and generally wonderful people. Having caring and passionate people around me helped me learn numerous legal, analytical and interpersonal skills while I was in each team.

So many lawyers took time out of their days to teach me how to complete different legal tasks, which I am very grateful for. I gained so much confidence from this and consequently felt valued and capable of helping the team – even at such an early stage in my career.

What teams have you worked with as a graduate?

As a graduate, I jumped back into Public Law and Employment Safety and People and also rotated through the Corporate Commercial team. In each team, I had an incredibly positive experience – always being taught, always learning, and always felt part of a team. In my time as a graduate, I feel like I have had five years of learning and growth in one short year, and that is a testament to the great culture that Maddocks has of raising young lawyers.

While in these teams, I have worked in both court-based and transactional matters. This has involved me attending court hearings, sitting in a board room as part of alternative dispute resolution, and helping draft clauses in a contract to assist in completing a big deal. This variety of work has made my days go quickly and allowed me to get a taste of the full spectrum of law that Maddocks operates in.

What's the most valuable lesson you've learned so far during your time at Maddocks?

One of the most valuable lessons I have learned at Maddocks is not to rush. University deadlines, time-restricted exams and workloads train you to think that you have to do things quickly and have little time to reflect on what you have done and whether you are going in the right direction.

I have learned that it is valuable to stop, and reflect on your actions instead of rushing to a conclusion. By doing this, especially when thinking about the best way to complete a task, I came up with new ideas or changed how I would approach the task initially.

How has your career developed at Maddocks?

Maddocks cares about my career. By going through the clerkship and graduate programs, I have had numerous conversations with junior lawyers, all the way up to partners, about what I want my career to look like.

The guidance I have received has been invaluable and has helped me to navigate what I want my work life to look like. I have had opportunities to meet lawyers from other teams, other states and other firms, which has been a great 'intro to networking'. As a graduate, networking is extremely beneficial, and it's wonderful that Maddocks puts you in situations where you get to network at such an early stage in your career.

It has felt like every week, often every day, I am learning a new skill, a new area of law, or a new way of thinking. The way Maddocks does this is not overwhelming – it's exciting! There is a wealth of lawyers around me to support me and help me when I need it. With this foundation, I look forward to my future career as a lawyer at Maddocks.

What's the best thing about working at Maddocks?

The best thing about working at Maddocks is the people. The people that work at Maddocks are kind and encouraging and have given me great opportunities to learn. It is wonderful to be able to go to work knowing that you are working with great people who are not only excellent lawyers but enjoyable to work with and want you to succeed.

What advice would you give a potential summer clerk?

I would say be yourself! Maddocks wants to hire authentic people who are passionate about law and can work well in a team. Maddocks wants you to bring your whole self to work, so don't be afraid about sharing what makes you unique.



We recruit our Graduates from our Summer Clerk program and assist them in completing their Practical Legal Training.

Scan this QR code to discover more about what it's like to work at Maddocks.

CLERKSHIP WITH

MinterEllison is one of Australia's largest law firms. We're known for our legal and consulting expertise - and for our inclusive culture and authentic character. Our purpose is to create lasting impacts with our clients, our people and our communities.

We pride ourselves on giving clerks real work with real clients, so you can start your career with confidence.

As a Vacation Clerk you will work alongside our experienced lawyers and gain valuable hands-on experience in a dynamic and fast-paced environment. You will have the opportunity to undertake exhilarating real-world legal work for clients. Clients who trust us to help them solve their most complex problems, in the most innovative and efficient way. You'll be guided every step of the way by our industry-leading and commercially driven lawyers and partners. But your career is about more than just a job. We'll also give you opportunities to grow personally – as well as professionally. And we'll guide you every step of the way.

In our program, you will:

- Get a taste of life at MinterEllison
- Be empowered with all the practical tools you'll need to succeed through our orientation program
- Experience roles in our different lines of business, helping you decide which area is right for you
- Be mentored by a partner, supervisor, and buddy.

[Apply here](#)

Early careers at MinterEllison

Our clerks and graduates tell us that three key things make the MinterEllison experience:

1. Experiencing high profile matters in a top tier firm
2. Our culture
3. Our learning and development programs

Learn by working on real challenges

Right from the start you'll work on real client engagements, preparing you for any challenge. Discover new areas of practice, and learn the technical knowledge and tools you need to achieve your career ambitions.

An award winning start to your career



Winner, Most Popular Clerkship Employer
Top100 Graduate Employer Awards 2023



Finalist, Most Popular Law Employer
Top100 Graduate Employer Awards 2023



Top Graduate Employers 2023
Australian Association of Graduate Employers



Top Intern Programs 2022
Australian Association of Graduate Employers

Five reasons we're different

Great roles in great matters

Our industry go-to-market strategy is key to achieving our growth ambitions. You could be working on the matters changing the landscape of law and legal practice.

Feed your curiosity

Our learning programs will help you build the skills you need to be the trusted advisor of tomorrow.

A focus on you

Our wellbeing program, leave policies and entitlements ensure our people are supported.

An inclusive culture

It's no surprise that the MinterEllison workplace culture is awarded key inclusion awards and benchmarks. We're truly inclusive and value diversity in all its forms.

A passion for social justice

You'll have the chance to join our pro bono and community investment program to help address disadvantage.

For information and to apply visit graduates.minterellison.com

Early careers at MinterEllison



Lauren Barrett, Lawyer, Canberra shares her career journey, hints and tips.

Tell us a bit about yourself?

I am Canberra born and bred, and I am currently a graduate lawyer at the MinterEllison Canberra office. I started at Minters as a clerk in the summer of 2019/2020, and then began the graduate program at the start of 2021. My time at Minters so far has been a great learning opportunity and I've also been lucky to work and connect with a range of talented and supportive people.

What rotations have you done?

As a clerk, I rotated through the Dispute Resolution team, the Insurance and Corporate Risk team and the Competition, Risk and Regulatory team. As a graduate, so far I have rotated through our Public Admin team and again through our Competition, Risk and Regulatory team. I've intentionally tried to get a taste of different teams in both the transactional/commercial and the litigation space to see where I am suited and what subject matter interests me – that's the beauty of the rotations!

What was it that attracted you to MinterEllison?

As a university student, I hoped to work somewhere that I would learn new skills and be exposed to a diverse range of matters and clients, but most importantly to me, I hoped that I would work alongside people who would challenge me, support my learning and growth, and that I would get along with on a personal level. During the clerkship process, I found that everyone at Minters was down to earth and easy to talk to, which was the key factor that attracted me to the firm.

How has the team at MinterEllison helped to support you?

As a graduate lawyer, I'm learning every single day and I constantly have questions. It makes such a difference to feel free to approach team members to ask questions, bounce ideas off them or ask for further guidance. Another great support system is being assigned a buddy. As a clerk and as a graduate, I have been assigned different buddies in each team that I have worked in, and they have always been patient, supportive and encouraging. I've also found that all your team members will look out for you, even if they aren't your assigned buddies.

Do you have any advice for those going through the clerkship process this year?

Bring your whole self to the clerkship process and draw from your life experiences as you connect with people in the firm. Minters is interested in learning about you and how your experiences and interests have shaped you and led you to pursue a clerkship. It's important to be yourself and demonstrate your unique strengths because Minters wants to hear about how your particular skillset and personality can add value to the team.

If you could tell your uni-self one thing, what would it be?

Take every opportunity that is offered to you during your university years! Getting involved in activities, clubs or programs, or going on student-led trips can lead to so many great things, including making new friends. Once you start putting your hand up for things, a snowball effect occurs and more exciting learning and social opportunities tend to get thrown your way. Having a go and taking opportunities also makes you a well-rounded person as you enter your career.

CLERKSHIP WITH

King & Wood Mallesons clerkships are for students who are in their penultimate or final year of study.



You will work as part of an inclusive and collaborative team. Your supervising partner, development coach and buddy will share their knowledge and support you through the early stages of your career. You will hear from leaders and industry experts during structured learning and development sessions to help you grow personally and professionally.

In our program, you will experience:

The day-to-day skills to get you started – taking instructions, meeting with clients, drafting memos and documents, managing your practice and professional relationships.

The core practice teams at King & Wood Mallesons – who they are, what they do, how they're structured, the clients they work for, and of course, your role within them.

Our culture – working within your team, you'll be exposed to (and encouraged) to get actively involved in the many activities and events that help create our unique culture.

Our people – you'll find that people from every part of the business will help you by sharing their knowledge and supporting you through the early stages of your career and beyond.

Contact Details

For any questions in relation to the application or recruitment process please contact Kay Lu at kay.lu@au.kwm.com.

[Apply Here](#)

Your Story, Your Career.

Be the Whole Lawyer.

Discover Australia's leading PLT program.



The legal profession is evolving. Clients and employers are not only seeking legal professionals with technical expertise, but lawyers who are empathetic, adaptable, creative and ethical. That's why we've updated our Practical Legal Training (PLT) program to give law grads the skills to confidently enter the legal profession and thrive.

The Whole Lawyer

Four professional capabilities are taught and developed throughout our PLT program to help you become the whole lawyer – technical capability, human skills, character, and adaptability.

The skills you'll develop within each of these four professional capabilities are designed to help you be successful and confident in your legal career from day one.

Technical Capability (TQ)

will enhance your ability to work with clients across a range of entry level practice areas. With the support of expert legal practitioners, you'll run simulated client matters to learn essential legal and business skills, processes and procedures to work effectively with clients.

Human Skills (EQ)

are critical for effective client interaction, negotiation, and advocacy. Through immersive learning and an optional industry secondment, you'll fast track your journey to becoming an empathetic lawyer with advanced emotional intelligence.

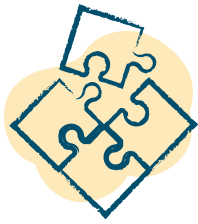
Character (CQ)

helps you to become a values-driven and self-aware lawyer, acting with integrity. Explore ethics, professionalism and reflective practice through a program of mentoring lasting 20-weeks full time or 30-weeks part time.

Adaptability (AQ)

has the power to transform you into a curious and creative legal thinker, capable of adapting to diverse circumstances and needs. Leo Justice Lab will set you up with legal tech awareness, critical mindsets and collaborative problem solving skills, to become a leading innovator in the future of law.

Six Reasons to Complete PLT at Leo Cussen



#1 Be the Whole Lawyer

Experience learning that's designed to ensure you enter the legal profession as a confident, creative and adaptable lawyer.



#2 Simulated Legal Practice

Make the most of the opportunity to practice negotiation, advocacy and working with clients in our simulated law firm environment.



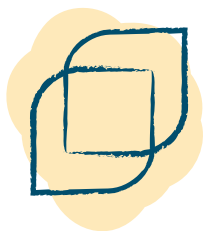
#3 Mentoring

Receive personal support, advice, and industry insights by working closely with an experienced lawyer throughout your PLT.



#4 Your placement sorted

Take advantage of our extensive network of industry partners, and let us find your work placement for you. *Extra fee applies.



#5 Develop skills for the future of law

Learn innovative mindsets and methods by taking part in our Leo Justice Lab, where you'll work collaboratively with a team to solve a real world access-to-justice issue.



#6 PLT personalised

Choose the learning method that suits you - blended, online or onsite. And with 28 combinations of electives, you can build the course for the career you want.

Find out more:



Chat with us:



Enrol now:



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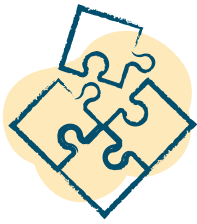
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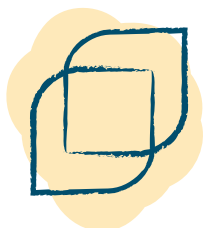
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Find out more:



Chat with us:



Enrol now:





In the spirit of reconciliation the Canberra Law Students' Society acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today.

CONTACT DETAILS

Claire Bousfield

CLSS President

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