THE TULS CAREERS GUIDE
Practical Legal Training

The building blocks for your legal career

Leo Cussen Centre for Law was established in 1972 and continues to be recognised as a centre of excellence for practical legal training. Leo Cussen PLT is practical, relevant, comprehensive and highly regarded by the legal profession.

At Leo Cussen, you learn about the realities of legal practice from leading legal professionals who support and encourage your development as a lawyer. Our training is founded on the principle of learning by doing’, with no exams. At Leo Cussen you will build practical legal skills and gain the confidence to make choices about your career.

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- Private legal practice
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- Politics
- Business
- In house legal practice
- And more ...

Applications for Intake 2, 2013 commencing 15 July are now being accepted.

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leocussen.vic.edu.au
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Editor: Victoria Stewart
TULS Careers Officer
careers@tuls.com.au
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As Dean of the UTAS Law Faculty, I would like to take this opportunity to commend to you this TULS Careers Guide, which provides advice to students transitioning from study to future careers. In many respects, the UTAS Law Faculty is well-placed nationally. In the most recent ERA exercise (Excellence in Research for Australia) in 2012, the UTAS Law Faculty was confirmed to be above world class, in the top tier of the 30+ Law Schools in Australia, and a recent international ranking placed us in the top 200 Law Schools in the world. As a world class Law faculty, we hold out high expectation for our graduates and their careers.

The UTAS Law Faculty has a lot to offer our students: good quality teaching, an active research environment which includes a strong postgraduate student body, and a welcoming and collegiate atmosphere. In particular, we believe that there is strength in our smaller size compared to some of the larger universities where students’ experiences are more impersonal. Here there is a clear sense of Faculty identity and community which students can share. We offer pastoral care of students and foster meaningful relationships between staff and students. An excellent facilitator in this regard is your TULS organisation and the Faculty enjoys a good working relationship with TULS.

An important TULS’ initiative has been the development of this University of Tasmania Law Careers Guide. I want to recommend this guide to you as a useful resource which brings together a wealth of information. It is very practically oriented with up-to-date information about pathways to admission to practice. This includes information about the Graduate Diploma of Legal Practice offered by the University of Tasmania which has a very good reputation for being very hands on with substantial practical experience, including advocacy training with magistrates and members of the judiciary. The Careers Guides also canvasses a range of work options from the corporate to the public sector with good practical advice on preparation of applications. In dealing with public sector roles, this guide cross-
references the TULS Public and Community Sectors Careers Guide that has been recently launched and compliments that valuable resource.

A Law degree is a very versatile qualification: entering the legal profession is one obvious pathway after graduation, but there are many others, as this Career Guide reinforces. There is no doubt that a Law degree is a well-respected qualification that can lead into many other roles, particularly when combined with another degree allowing you to play to specific strengths. It is therefore important for your long term career and personal fulfilment that you use your Law degree effectively, whether directly, or indirectly. To this end, I encourage you all to make it your business to explore options so that you can make informed decisions, ensuring that you find the right career to match your skills, aspirations, and allow you to fulfil your full potential.

I am confident that our students will find this Careers Guide useful as they seek to position themselves to maximise their opportunities whilst at UTAS and for future careers. As this guide acknowledges, the employment market is very competitive and employers are increasingly seeking out graduates who have had a diversified work experience. What we are observing is growing interest and expectations by employers in examining what extra-curricular activities applicants have undertaken; to this end, having some voluntary work experience on your CV can be very beneficial. There are a range of opportunities, including those offered through the Faculty involving mentored training opportunities (the Student Legal Service, the Mental Health Advocacy Tribunal training and the Prisoner Legal Service). There are, of course, also a whole range of opportunities for voluntary work in the community as documented in the TULS Public and Community Sectors Careers Guide which can usefully enhance your CV, particularly at a time when opportunities for relevant paid work pre-graduation may be scarce.

The Law Faculty is proud of the quality of the graduates that it produces. It has a reputation for producing able well-rounded graduates, and we have many leading lights amongst our alumni both in Australia and overseas. There are many pathways to success and the Faculty is keen to work with you for constructive teaching and learning. In conjunction with TULS, and working with the profession, the Faculty also seeks to promote to our students information about job opportunities which I receive from local and national organisations.

**Professor Margaret Otlowski**
Law Faculty Dean 2013
Dear Legal Eagles,

Welcome to the TULS Career Guide! This is a guide produced by TULS to help you decide what will come after your law degree and how to get there.

Nearing the end of your law degree is a funny thing. For some it’s exciting – they know what they want to do next and cannot wait to get there. For others, it is scary – you’ve realised that your letter from Hogwarts isn’t coming and it is no longer socially acceptable or cute to respond with “I’m not getting a job, I’m Peter Pan!” when asked the question “What will you do after you finish your degree?”

The guide aims to help both kinds of people. Firstly, it is an ideas manual. It contains ideas to the different paths that a law degree can take you. Secondly, it aims to help you get the job you want by providing information on what a job application should include and how to enhance your prospects of getting a job.

**Note:** TULS has also produced a Community and Public Sector Careers Guide which contains volunteering and internship opportunities. These are great experiences which can assist you in two ways. Firstly, volunteering can help you determine what you like and what career you may be interested in pursuing. Secondly, it can be a great way to improve your resume.

TULS would like to specifically thank the following individuals for their contributions:

- Margaret Otlowski
- Elyse Jenkins
- Rhiannon Fletcher
- Cameron Ritchie
- Penelope Owen
- James Walker
- David Port
- Alexandra Gott
- Victoria Stewart

*Careers Officer*
ALSA Welcome

It is my pleasure to welcome all University of Tasmania law students to the Australian Law Students’ Association (ALSA). My name is Corinne O’Sullivan and I am the President of ALSA for the 2012-2013 term.

What is ALSA?
ALSA is the national body that represents all law students in the country. As an University of Tasmania law student, you are automatically a member of ALSA and have access to all the services, opportunities and events that are held during the year. As the representative body for all Australian law students, every initiative and decision that is made is done so to improve the education and experience of students who are currently studying law and to prepare them for life after university. The major events run by ALSA are Conference and Council meetings. In 2013, ALSA will be focusing on three main areas: education, networking and interacting with all universities.

Education
The education portfolio will be addressing a number of key issues this year. At October Council, it was decided that the top priorities of ALSA should be addressing health and wellbeing, the Australian Qualifications Framework (AQF), and Rural, Regional and Remote areas (RRR). As a national organisation, ALSA is able to make submissions on behalf of all Law Students’ Societies (LSS). ALSA also maintains a strong relationship with the Law Council of Australia (LCA) and the Council of Australian Law Deans (CALD). As the number one priority of ALSA, the education portfolio is constantly evolving and progressing and needs assistance from people all over the country. If you have any suggestions or would like to get involved, please contact the Education team.

Networking
ALSA is here to help you connect with other law students around the country and also internationally. The main event that assists students to network is the ALSA Conference that is held in July. ALSA Conference this year will be held in Perth from 9th-16th July. Conference is an amazing experience for everyone involved! Picture over 500 law students all competing, networking and of course partying in the one city, and you have the biggest law event of the year. Any law student is welcome to attend, so please contact us or University Tasmania LSS if you would like more information.
As well as these face-to-face events, ALSA produces multiple publications each year, such as the Academic Journal, International Careers Guide, Global Scholarships Guide, and Judges’ Associates Handbook. In addition, ALSA produces a biannual ALSA Reporter; and a monthly newsletter, ALSA Monthly. All of these are designed to help students network with each other and find opportunities to work nationally.

ALSA also maintains very good relationships with the New Zealand Law Students’ Association (NZLSA), the Asian Law Students’ Association (ALSA) and the European Law Students’ Association (ELSA). This enables Australian law students to attend events and conferences with all of these partnering societies. We are also strengthening our ties with these organizations, so that Australian students are able to compete at more international competitions.

Interaction with Law Student Societies
ALSA brings together all of the LSS Presidents and Vice-Presidents three times a year at the ALSA Council. Tasmania University Law Society sends their President and Vice-President (Education). The purpose of ALSA Council is to create an environment in which all 34 law societies can interact with each other to run knowledge sharing workshops, seminars and breakout groups where ideas are disseminated and taken back home. ALSA always welcomes the input of anyone who would like to participate or assist in the working parties that are facilitated through council. The next Council meeting will be held at Wollongong in April.

2013
This year is going to be an exciting and successful time for ALSA, and I would encourage all University of Tasmania law students to get involved. There are many new initiatives in the making, the quality of competitions is rising and ALSA is connecting more law students across the country with each other. If you would like more information about ALSA then visit the website www.alsa.net.au, sign up on our mailing list, visit us on Facebook/Twitter/LinkedIn, or you can send any of the executive members—myself included—an email with your query.

I wish you the best of luck with your studies at University of Tasmania in 2013 and hope to see your involvement with ALSA in the future!

Corinne O’Sullivan
President
Australian Law Students’ Association
president@alsa.asn.au
Before we get into anything about jobs, it’s important to note that if you think you might want to practice law, you actually have to undertake training in order to be admitted to the bar. Quite obviously, you have to have a law degree. However, you also have to undertake some sort of further, more practical training. The following section outlines your options to undertaking this further training.
Admissions
Tasmania

Course Information:
The Tasmanian Legal Practice Course (TLPC) is a post graduate professional legal training program whose graduates are eligible to apply for admission to the legal profession. Graduates are also awarded a Graduate Diploma in Legal Practice from the University of Tasmania.
The core units are as follows:
(i) Civil Litigation Practice – Supreme Court Practice and Advocacy
(ii) Criminal Law Practice – Magistrates’ Court Practice and Advocacy
(iii) Commercial and Corporate Practice
(iv) Property Law Practice
(v) Trust and Office Accounts
(vi) Family Law Practice and Advocacy
(vii) Skills, Ethics and Professional Responsibility.
Graduates of the Course are eligible to apply for admission as a legal practitioner.

Course Length:
6 months: 31 January – 31 July 2014
Tuesday-Thursday 9am to 5pm

Cost:
2013
Domestic $8811 (HECS supported)
International $13,950

Contact:
tas.legalpractice@utas.edu.au
37 Hunter Street
Hobart 7000
Phone: 62264394
www.utas.edu.au/legalstudies

Applicants are invited to apply online for a Graduate Diploma in Legal Practice at:
Victoria

There are two pathways to practicing law:

1. **Supervised Traineeship**
The Articled Clerkship system has been replaced by the Traineeship. The traineeship allows for 'On the job' legal training with a law firm, but differs from a clerkship because all trainees will be taught a minimum standard of competency in various areas of the law. The traineeship last 12 months. Applications for Traineeships are made to the Human Resource Personnel of each firm. For more information on the Traineeship system visit [www.liv.asn.au](http://www.liv.asn.au)

2. **An approved PLT course**
The alternative option is to complete a practical legal training program. These can be completed in under six months and consists mainly of course work (either online or on-site at the education facility), with a combination of practical work experience completed in a legal environment. The following organisations are currently approved PLT providers:

      Undertaking a graduate diploma, usually with the College of Law is the main method of obtaining practical legal training. The program is offered part time and full time via face-to-face courses (print-based) and distance courses (online course). There are several start dates throughout the year. The College of Law provides up to 20 opportunities to enroll in courses per year. This includes 3 full-time/part-time Face-to- Face courses per year, and continual start dates approximately every 8 weeks for the online program (subject to demand).

      The College of Law program consists of three components:
      (i) Coursework
      (ii) Work experience and
      (iii) Continuing Professional Development

      Australian Student Fees: $8070 (However, you are eligible for a Fee-Help loan)
      International Student Fees: $11,670

   2. **The Leo Cussen Institute** [www.leocussen.vic.edu.au](http://www.leocussen.vic.edu.au)
The Leo Cussen Institute is a online or on-campus training course. It is an intensive program with an emphasis on students carrying out exercises corresponding to the work reasonably expected in practice.
It is for 31 weeks including three weeks professional placement and commences in March of each year.

Australian student fees: $7250 (Fee-Help is available)
International Student Fees: $13950


The Graduate Diploma in Legal Practice (GDLP) is a flexible online program that can be completed in five months or over a three year period. The GDLP comprises four components:

(i) Becoming a Practitioner intensive
(ii) Professional Practice Core
(iii) Legal Practice Experience
(iv) Elective Coursework

There are intakes in summer, autumn, winter and spring.

Australian Student Fees: 7074
International Student Fees: $9629

New South Wales

Graduate Diploma in Legal Practice
Most students choose to complete this through the College of Law. For more information see above.

Queensland

In Queensland there are three options for admission:

1. QW University of Technology Legal Practice Course
This is a face-to-face program which is delivered either part or full time. For more information see:
See http://www.law.qut.edu.au/study/careers/legalprac.jsp

Course Information:
The course is comprised of three stages
(i) A skills School  
(ii) An Office Program  
(iii) Legal Office placement

**Length:**  
24 weeks (full time)  
38 weeks (part time)  
There are 2 full time courses and 2 part time courses annually.

2. **College of Law**  
3. **A Supervised Workplace Traineeship**

**South Australia**

Graduate Diploma in Legal Practice- Pre-Admission Legal Training Program.  
See [http://www.lawsocietywa.asn.au/contact.htm](http://www.lawsocietywa.asn.au/contact.htm)

**Course Information:**  
3 components:  
(i) Independent study and associated instruction/workshop activity in designated Units of Study.  
(ii) Legal Practice placement  
(iii) Participation in Continuing Legal Education

**Length:**  
Practical Legal training - 360 hours  
Practical Placement- 225 hours  
10 hours of Continuous Legal Education

**Western Australia**

In Western Australia there are two options for admission:

1. **Article of Clerkship**  
This is a 12 month requirement during which you must complete a four week Leo Cussen Practical Legal Training for Articled Clerks.

2. **Legal Practice Course**
Australian Capital Territory

Graduate Diploma in Legal Practice Workshop
(ANU also runs an Online-Only Program)

Length:
22 weeks (full and part times available)

Contact Details:
The Legal Workshop
Ph: 0261254454
legal.workshop@anu.edu.au
www.law.anu.edu.au/legalworkshop

real experience. ready to work.

Graduates from the Tasmanian Legal Practice Course get to practice in real courts, with real judges, real magistrates and real lawyers. They have had real experience in common tasks expected of a young lawyer.

Centre for Legal Studies
37 Hunter Street, Hobart, Tasmania 7000
Phone: (03) 6226 4394, Fax: (03) 6226 4398
law.legalpractice@utas.edu.au
www.utas.edu.au/legalstudies
The Tasmanian Legal Practice Course

The Tasmanian Legal Practice Course (TLPC) is a post graduate professional legal training program. When you graduate you are eligible to apply for admission to the legal profession and you receive a Graduate Diploma in Legal Practice from the University of Tasmania.

Why complete a Professional Legal Training Program?

The TLPC is a practical and challenging course that provides you with an invaluable skill set whether or not you intend to practice law. In each year trainees attend the TLPC for different reasons: some because they intend to practice law; some to help them decide if they want to practice law; some to keep their career options open should they choose to practice law in the future; some to expand their qualifications and opportunities in the job market; and others are keen to gain skills, such as advocacy and letter writing to use in other professional roles.

Why complete the TLPC?

The Course is recognised nationally as providing excellent quality training. It offers a unique practical experience unlike any other professional legal training program and will be different to any other course that you will have studied at University.

Highlights of the TLPC include:

- A strong advocacy component with trainees appearing in the Supreme Court or Magistrates’ Court before Judges and Magistrates on a weekly basis;
- A client interviewing program conducted with real clients;
- Workshop style teaching with an emphasis on learning through simulated transactional files;
Direct interaction and support from Tasmania’s Judges, Magistrates and legal practitioners;
Face-to-face teaching and mentoring with minimum online learning;
a social and collegial environment.

A further bonus is that a number of employers seeking a graduate legal practitioner advertise their positions directly to trainees attending the TLPC.

Applications

The TLPC is a 6 month course commencing annually in late January/early February. Admissions normally occur mid to late August. The workload is full-time, with core training on Tuesdays, Wednesdays and Thursdays to allow trainees flexibility to study around family and work commitments.

Details about the TLPC and application process can be found on the TLPC website at http://www.utas.edu.au/legalstudies or please contact the TLPC on (03) 6226 4394.
Leo Cussen Centre for Law

Practical Training Course
(Graduate Diploma in Legal Practice)

Leo Cussen has been operating since 1972 and is recognised as a centre of excellence for providing high quality practical training and professional development programs for entry-level lawyers through to senior legal practitioners.

The Leo Cussen experience enables trainees to learn how to practise law in a very professional, yet friendly and engaging environment. Our Graduate Diploma in Legal Practice is comprehensive and well respected by the legal profession.

Graduates wishing to do the PTC may be sponsored by an employer. Successful completion of the PTC 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.

Practical Training Course Onsite or Online – Your Choice

Online delivery offers flexibility to those who have work or family commitments and who enjoy the discipline of distance education. 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.

Online trainees attend for intensive teaching blocks and contact days during the course. In the Onsite course you attend each business day from 9am to 5pm. In the full time Online course you will need to commit at least 25 hours a week to your PTC work. We also offer a part time Online PTC.

Features of the Practical Training Course (Online and Onsite)

- Building of practical legal skills in a broad range of practice areas
- Mentoring by in-house legal training staff who guide your professional development
- Visiting legal practitioners as instructors
- Current Matter file program – run simulated client files within your own PTC ‘law firm’
- Extensive advocacy training
- Collegial environment with the opportunity to build friendships and professional networks that can last your entire career
- Clinical Experience Program with Victoria Legal Aid (onsite PTC)
- Professional Placement
- Employment Register for graduates
- FEE-HELP available
The Learning Experience
The Practical Training Course (PTC) is founded on the principle of ‘learning by doing’ and is designed to lead you to reach the required Competencies in an active and practical training environment.

Current Matter Program
Set up your own ‘law firm’ and run up to 10 simulated files covering a wide range of practice areas and presenting a range of legal and practical problems reflecting those you encounter in real-world legal practice.

We operate an in-house registry and banking facility to assist the simulation of real practice.

Course Reference Materials
A detailed set of reference materials provided for each practice topic is a resource during the Course and a handy reference in your first year of legal practice.

Mentors
You work in a small group with the guidance of one of our staff. All our training staff are experienced lawyers. Their job is to help you develop your practical legal skills, professional values and confidence to work as an entry level lawyer.

Collegiality
You form friendships during the course and begin to build the personal and professional networks that support you during your entire career. PTC trainees organise a variety of social activities during the course to make sure the fun doesn’t disappear in the midst of all the hard work.

Course Details and Application
24 weeks including three weeks Professional Placement
Two intakes a year (Online and Onsite) commencing January and July.

2013/2014
July intake: Apply by 10 May 2013.

Later applications are accepted and considered in order of receipt.

Forms are available at: www.leocussen.vic.edu.au/apply
FEE-HELP is available for eligible applicants.
For further information please contact Aimee Vogler, Administrator, Practical Training Course

Phone: 03 9602 3111 Email: ptcadmin@leocussen.vic.edu.au
ANU Legal Workshop

So you want to be a lawyer...?

You may have decided never to practice law or you may already have a job lined up outside of the legal profession. Even if this is the case, the best piece of advice I can give you is to do your practical legal training (PLT). Why? A) It gives you options – you may not wish to practice law now who knows what you’ll want to do with your law degree in 5, 10 years’ time...and at that stage, do you really want to go back to “school” to do your PLT? B) It gives you a general professional grounding which is valuable no matter what field you are in or want to go into. C) It gives you an extra piece of paper – hey, it might not be worth much but isn’t a piece of paper that has “Graduate Diploma in Legal Practice” (GDLP) going to be worth more than no piece of paper?

The ANU Legal Workshop’s GDLP jigsaw is made up of four pieces:

- the “Becoming a Practitioner” (BAP) course – a 5-day face-to-face intensive course which we hold all around Australia at various times throughout the year. This course covers interviewing, writing, drafting, advocacy (criminal and civil), problem-solving and team work. This course is the start of your GDLP journey;
- the “Professional Practice Core” (PPC) course – an 18-week on-line course in which we cover the compulsory subjects: Civil Practice, Real Estate (or Property) Practice, Commercial Practice, Legal Ethics, Trust Accounting and Practice Management (lawyers’ skills). This is an innovative course in which students are placed into “firms” (groups of 4) and undertake tasks in a simulated, virtual office space;
- the Electives – the number of electives you are required to undertake depends on the number of work placement days you undertake (discussed later) – you choose from two streams of electives including family law, criminal law, consumer law, administrative law, etc. All electives (except for criminal law) are an 8-week on-line course in which you undertake simulated tasks most on an individual basis. The criminal law elective is a 5-day face-to-face intensive course held at various locations and times around Australia during
the year; and

**Legal Placement Experience** (LPE) – your work experience. We give you a choice of 20, 40, 60 or 80 days and depending on the number of days of experience you have, will determine the number of electives you are required to undertake (e.g. if you have 20 days of work experience, you are required to undertake 5 electives, but if you have 80 days of work experiences, you are required to undertake 2 electives, etc).

Putting all the pieces together gives you your GDLP of which you have direct admission in the ACT, NSW, VIC, QLD, WA and the NT.

The next BAP course in Melbourne will commence on **24 June 2013**. But if you feel like a week in say, Perth, Brisbane, Sydney, Canberra or Darwin, you are more than welcome to undertake your BAP at any of the locations in Australia. For more information, please visit our website: law.anu.edu.au/legalworkshop/gdlp or contact Legal Workshop Student Administration on: lwsa@law.anu.edu.au

**Elizabeth Lee**
Lecturer
ANU Legal Workshop
Practical legal education at ANU Legal Workshop
Your Pathway to Legal Practice

The ANU Legal Workshop is Australia’s largest university-based legal practice program. We provide practical legal training in the Graduate Diploma in Legal Practice (GDLP).

Becoming a Practitioner (BAP) is the first part of the program and is a 5 day pre-requisite face-to-face intensive offered in cities Australia wide.

We also offer:
> flexible on-line delivery
> concurrent enrolment with your LLB & JD studies
> your choice of 20, 40, 60 or 80 day Legal Practice Experience
> direct or reciprocal admission to legal practice nationally
> Substantial credit towards an ANU LLM.

We have an efficient and friendly administrative team who are available to answer any questions students may have about the program. Many of our academic staff are practising lawyers.

Information  W law.anu.edu.au/legalworkshop/gdlp
T 02 6125 4463
E lwss@law.anu.edu.au

Becoming a Practitioner (BAP)
Face-to-face intensives for 2013:

- Melbourne & Brisbane 7 January
- Canberra & Darwin 14 January
- Perth 21 January
- Sydney & Canberra 18 March
- Adelaide 27 May
- Darwin 17 June
- Melbourne, Perth & Sydney 24 June
- Brisbane & Canberra 1 July
- Melbourne 2 September
- Canberra 9 September
- Canberra & Townsville 18 November
- Perth & Sydney 25 November
- Toowoomba 25 November
- Adelaide 16 December

* Subject to change
Practicing Corporate Law

So you’re pretty sure that you want to practice law and hey, commercial areas of law sound pretty damn interesting to you. You’re not alone. The most common avenue for graduates is to seek employment in the corporate sector.

But what areas do commercial law firms actually practice in? What is it like actually being involved in one of these firms? And, most importantly, how do you get a job in a commercial law firm?

This section contains information of the clerkship process, including how to apply and information on what it is like to clerk and work in a corporate law firm.
What do Commercial Firms Practice?

At the outset, it’s important to note that corporate or commercial law firms practice in many different areas of law. No two law firms will practice in the same law. However, some of the more common areas of practice include:

- Arbitration
- Advertising and Promotion
- Banking and Financial Services
- Capital Market
- Climate Change
- Competition and Consumer Law
- Contract Law
- Environment and Planning
- Financial Services Regulation
- Funds Management
- Industrial and Workplace Relations
- Infrastructure and Transport
- Insolvency and Restructuring
- Insurance and Re-insurance
- Intellectual Property
- International Business Obligation
- Litigation and Dispute Resolution
- Mergers and Acquisition
- Native Title
- Patents and Trade Mark
- Personal Property Securities
- Privacy and Data Protection
- Private Equity
- Project Finance
- Real Estate
- Resource
- Regulatory Controls
- Sale of Goods and Supply of Services
- Superannuation
- Taxation

Corporate Clerkships

Clerkships are offered by Tasmanian and Interstate law firms to law students who are studying in their final years. Clerking with a law firm is an invaluable experience from which a student gains many benefits. Primarily, by undertaking a clerkship you engage in actual legal work. From this you can develop practical legal skills by assisting and observing solicitors in court, assisting with meetings and researching for real cases. Working with and speaking to legal professionals in this ways allows to you gain insight into what working in a law firm actually entails.
Importantly, many firms use clerkships as an extended job interview and will select students for their graduate programs from these clerkships. Even if not, it enables you to improve your CV, which will assist in obtaining jobs in the future.

There are a wide variety of firms which offer clerkships and it can be a competitive process. If you are interested in working in a firm you should apply for a position regardless of whether you believe you will be successful. The application process itself is an extremely beneficial learning process for all students. Getting a position with a commercial firm is competitive, but applying is certainly worthwhile (if only for the learning experience) for all law students interested in commercial law.

Clerks can be paid or unpaid and work with a firm for several weeks. Most clerkships take place occur between November and January, though some firms offer winter clerkship which occurs during the break between Semesters.

Corporate Graduate Positions

Many of the interstate firms and the larger Tasmanian firms (such as Page Seager) offer graduate positions to be completed while the student works to gain admission to the Bar.

Some law firms fill these graduate positions directly from their clerkships. However, some will run a separate graduate program. In order to determine which process a firm uses, check their website and also CVMail.

Clerking at K&L Gates (Melbourne)

In 2012, Penelope Owen and Cameron Ritchie undertook a four-week clerkship in the offices of K&L Gates in Melbourne. K&L Gates is a full service commercial firm; in Australia, their employment law, mergers & acquisitions, and intellectual property
practices in particular are highly regarded.

On 1 January 2013, K&L Gates (an international law firm headquartered in the US) successfully merged with the Australian firm Middletons. The Melbourne office is the largest of four in Australia (with others in Sydney, Brisbane, and Perth), and those four offices became part of a global network. At the time of Penelope and Cameron’s clerkship, Middletons had not yet merged with K&L Gates.

Why should I apply for K&L Gates?

**Cameron:** The firm in Australia is very well placed in the market. The firm has a good reputation and a lot of experience, whilst having a smaller number of lawyers relative to larger firms. For a young professional, this means a collegial and nice-sized working environment, with the exposure to a staggering variety of clients and mentoring from industry experts you’d expect from a larger firm. The recent merger means that there are many more opportunities to do legal work for international clients, whether in Australia or on secondment elsewhere.

The firm’s ethos centres around providing the best possible legal service, in a straightforward and down-to-earth manner, which appealed to me directly. You can see the ethos in action in day to day conversation and work with the lawyers at K&L.

**What did you do?**

**Cameron:** I clerked in the intellectual property team, within the commercial litigation department. Most of my duties revolved around legal research for current trials, and preparing memos and briefs - some of my work was handed on to barristers to inform them about the viability of making certain arguments around misleading and deceptive conduct. I was exposed to a really broad variety of work beyond research. I prepared a draft statutory declaration proving use of a trade mark, drafted inter-party correspondence and subsequently a Federal Court consent order, and even got to attend the Federal Court for trials. There was also a lot of socialising, especially at the Christmas party and Friday afternoon drinks.

**Penelope:** I clerked in the commercial litigation team, general division. Commercial litigation was my first preference (we got to give three possibilities of where we would like to go) and it turned out to be a good choice for me as I found the team to be inclusive and very willing to share knowledge, and the work was varied and could cover any topic (trusts was up first for me!).

After training in letter writing, precedents use, and library research, we were set to complete the tasks given to a high standard. I had a few people for whom I regularly did research or other tasks (like letter writing) and some people for whom I
did one or two tasks. I was aiming to get work from everyone in my team so that I could see as many areas of legal work as possible (on one day I looked at a AFL drug testing case being worked on by one solicitor after having spent the morning looking at Victorian civil procedure).

The research undertaken was to be presented in memo form and the memos can be used to brief barristers (I was very excited when one of mine got sent out), or for use by a solicitor in a letter of advice. A typical research task could be, for example, to find the legal meaning of a phrase and then to find recent case examples to give an indication of current judicial thinking.

My senior associate (who was teamed up with me from the start) allowed me to observe meetings held with barristers employed by the firm, with other solicitors at the firm and client meetings (which were often held over the phone, as some of the major clients the firm has are American and German). I was also taken to the Supreme Court and VCAT several times.

As Cameron says, there were lots of socialising options available - after work, at lunch and at the various events Middletons put on (I got a special mention for my Viking hat worn to the Christmas party). Your 'buddy' (a first year graduate) is also there to help start you off with meeting people.

**What is the most important advice you can give about clerkships?**

**Cameron**: The interview is the most important part of the application process - it's make or break. Work on your confidence, so that you come across relaxed and genuine when you're actually in the interview.

Legal research skills, and the ability to reflect constructively on your work, were the two most valuable skills I applied in my clerkship. You will use legal research tools every day, so being able to search both extensively and efficiently is crucial. Also, it really assists your personal development to be able to critically evaluate your own work, and to talk to your colleagues about it too. Law firms invest a lot in training and development, and want to know that you're benefiting from their efforts.
Applying for Clerkships

CV Mail
CVMail is a law student portal run by Thomson Reuters, which provides information about the legal industry, law firms, applying for jobs. It also enables law students to apply and schedule interviews online. Most major firms in all states (as well as some overseas firms) now prefer applications online via http://www.cvmail.com.au.


A word of warning:
Not all firms use CVMail. Make sure you check a firm’s website in order to determine how they would like you to apply. If in doubt, telephone their Human Resource department.

Tasmanian firms which prefer to run their own application process. Students will receive information about Tasmanian firm application processes directly or via TULS.

Using CVMail online
Insert your name, email address and a password to create an account.
Once you have created an account you can log on as a registered user using your email address and password.

Step 1: Personal Profile
Enter you personal details including name, address, email, and language ability. This information is automatically forwarded to the firm as you apply. All personal and academic profiles can be edited as many times as required prior to applying to the firm.

Personal Details (Name, Email Address, Home Address, Phone numbers)
Languages (if applicable)

Step 2: Academic Profile
Create an education record for each of your relevant academic qualifications,
and enter the individual marks.

**Education Data (Degrees, University, Start / Finishing dates)**

**Academic Results**

**Step 3: Submit Your Applications**

Click on the Seasonal Tab for clerkships or the Graduate Tab, and select the state to which you are applying which will display a list of the firms using CVMail.

Candidates can practice submitting an application to a practice firm prior to submitting a real application, which allows candidates to familiarise themselves with the electronic application process. When the application is ready to submit, simply click onto the ‘Apply here’ button, which is located next to the relevant firm applied to.

Although each firm will have different application requirements, generally candidates can answer application questions, attach the resume and cover letter, and preview the application before confirming and submitting to the relevant firm. The level of specificity regarding the application questions varies from one firm to another, and it is important to note that answering these questions can take a significant amount of time.

Examples of questions in this category will include:

- **Education**
- **Achievements**
- **Employment history**
- **Other interests**
- **Referees**.

Examples of questions a firm may ask under the above categories may include:

- Please outline any achievements, award, or prizes you have obtained including academic, sporting, community, and charities.
- What interests do you hold outside your studies?
- Where do you see yourself in the next five years?

When completing an application you have up to 90 minutes to complete the application before your session automatically times out. To ensure you have adequate warning before your session times out, you will receive a popup message approximately 3 minutes prior. This gives you enough time to save your data and send the form, or, if you need more time, save and exit so you can continue at a later stage.
Finish
After sending your application, you will see a confirmation screen that confirms your application has been successfully sent to the firm, and provides you with a unique receipt number (viewed on the Application Manager).

On the Application Manager it is also possible to review the date you applied to each firm.

After submitting your application the firm will receive it instantly. Different firms may acknowledge your application at different times. Also, particular firms may not contact you until they have fully considered your application.

For long questions, it’s a good idea draft your responses in a word document, then copy-paste them into the form; this way you can both spell-check and fully consider your answers, in addition to having a backup working copy on your computer.
King & Wood Mallesons

We’re a powerhouse legal brand in the Asian region with unmatched capability focussed on opening-up the world’s fastest growth region for clients. We’re business people who apply the law to create value for clients. And, we want you to be part of our success story.

For those who don’t know us well, here’s a snapshot of what we offer:

**Vision:** to create a global law firm in Asia

**Team mates:** over 380 partners and 1,800 lawyers (biggest international legal network in Asia)

**Reputation:** over 100 international and Asia-focused awards and 50 top-tier rankings

**Locations:** strategically positioned in the world’s growth markets, financial capitals and the home of information technology (21 offices globally and the only international legal network to be head quartered in Asia)

**Clients:** global financial and corporate powerhouses to new industry-makers and all levels of government (some for over 200 years)

**2013/14 Seasonal clerkship program**

**Applications open:** Melbourne applications open on Monday, 15 July 2013. For dates in our other offices please visit our website.

**How to apply:** Via our online application system at www.kwm.com/career

**Details of the Seasonal Clerkship Program**

We’ve designed a program to help you make the most of your time with us. During your clerkship, you’ll learn:

- 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 along, sharing their knowledge, and ensuring you have everything you need to fit in, and do well.

2013 International Graduate Program
All graduates are involved in our International Graduate Program, which is designed to help you become a successful lawyer in a global market. Comprehensive learning and development programs support your experience. It’s designed to build on your skills and understanding of our areas of legal practice. As these programs are aligned with our 3 x 6 month rotation system, your learning is closely linked to your “on the floor” graduate experience.

Don’t worry – you’ll have a supervising partner and a buddy who is there to provide you with guidance and support.

The International Graduate Program offers you the opportunity to apply for a rotation in one of our interstate or overseas offices.

King & Wood Mallesons offers 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.

Contact:
Anna Henderson
Graduate Resourcing Consultant
Phone: 03 9643 5544
Email: anna.henderson@au.kwm.co

‘Like’ our Facebook page for regular recruitment updates.
International Clerkship
Josh Crook - Graduate at Law 2013

During my winter clerkship in 2011, I began to realise that Baker & McKenzie was a "truly global" firm. Within my first week, I was liaising with a Senior Associate in Sydney to help a Melbourne Partner advise their Turkish client, and its German parent company, on a recent maritime law suit filed against them in New South Wales regarding a shipment from Central Asia. Once I wrapped my head around that mouthful, and found a textbook discussing the liability terms of the shipping industry, I began to appreciate what I'd gotten myself into!

After receiving a graduate offer with Bakers, and applying for an International Clerkship, I received an email that said: "Congratulations Josh, you're our new International Clerk!" International Clerkships are offered each year to former seasonal clerks who have accepted a graduate role with the Firm. They are to be taken prior to commencing your graduate program and are generally for a four week period at one of the Firm's overseas offices. A few months after receiving the email advising I was successful in obtaining an International Clerkship, I found myself sitting on a plane on the way to working with the Banking & Finance team in Bangkok wondering how I'd manage wearing a suit in the tropics.*

My experience in Bangkok was remarkable. From the outset, I was welcomed with smiles and a bevy of engaging work. Once again, the international nature of the Firm and its clients was clear, as I helped advise a major bank looking to expand its operations into seven other countries in the ASEAN region. Through this, I picked up work with the Managing Partner of the Laos firm that Bakers has an associated arrangement with, which almost turned into a trip to Vientiane.

I was also fortunate to spend time with the office’s Chairman, an Australian who’s been practicing in Asia for over 30 years. His insights into the growth opportunities in the region, with the move towards an ASEAN community and the rapid development of Myanmar after changes to its political system, were intriguing as was his advice about the practicalities of life in a client driven industry, within an increasingly international economy. Through his influence, I attended functions at various chambers of commerce and industry groups, meeting people from different nations and fields.

Outside of the office, I began to understand the complex and exciting nature of Bangkok - from streets in China town bursting with people and an abundance of food vendors over Chinese New Year, to the world’s largest weekend market, to a thriving cricket league (where I managed to get a game in - that’s right, cricket in Bangkok!). Bangkok is a fascinating place and I thoroughly enjoyed trying to get under its skin.

Without doubt, this international clerkship has made a significant impact on my professional development at this early stage. I’ve experienced first hand the immense network of knowledge, expertise and resources that Bakers possesses, and look forward to continuing my engagement with this network. Thank you (Kop-Khun Kaap, គឺ្ស៊ុ្ន្សស៊ុ្ន្) to both the Melbourne and Bangkok offices for providing this remarkable opportunity.

*In case you’re wondering, the short answer is ‘not well’. The longer answer is, ‘Baker & McKenzie Bangkok has wonderful air conditioning’.

Asia Pacific Secondment Program (ASP)
Jacob Chylinski - Associate

I’ve been with Baker & McKenzie’s Melbourne office for four years since starting as a graduate, and am currently an Associate in our Dispute Resolution team. One of the main reasons I chose Bakers was the promise of global opportunities. Through various experiences, especially my ASP to Hong Kong, Bakers has definitely delivered.

The ASP is available to all Associates who have been with the Firm for one year. It provides an opportunity for Associates to work with one of the offices in our Asia Pacific region for a three to six month period.

I chose Hong Kong as I developed a passion for international arbitration, having worked on a number of really interesting international arbitration matters in Melbourne and being involved in the Firm’s international arbitration specialist group. Hong Kong is also a premier hub for international arbitration disputes in the Asia Pacific region, a status that Australia is also trying to attain, which is why I also thought an ASP to Hong Kong would provide me with an excellent experience.

From day one of my ASP experience, I was thrown into the deep end of some really juicy arbitration work and got to see Bakers’ global networks in action. Case in point - I worked closely with our San Francisco office to prepare an anti-suit injunction motion and submissions in a US District Court for our Hong Kong listed, mainland Chinese client (becoming an ‘expert’ on US arbitration law in the process!).

I also got to play an active role in a major arbitration proceeding, taking responsibility for preparing quantum evidence and a security for costs application. I even had my ASP extended so I could stay in Hong Kong and assist at the hearing. This was an unforgettable experience!

As for culture and social life, Hong Kong offers something for everyone. The city’s extended shopping and restaurant hours meant there was something happening almost any night of the week. Amongst the hustle and the bustle, Hong Kong also offered up lots of opportunities for hikes, walks, rides and beaches. One of the great Hong Kong rituals is the summer ‘junk’ trip. A ‘junk’ is a large, often alarmingly rickety boat that one hires with a group of friends / acquaintances / people you’ve never met. It can take you to any of the many islands and beaches surrounding Hong Kong and is an absolute ‘must do’ on a sweltering summer day.

I also loved that Hong Kong was so central, with so many great South East Asian countries a short plane trip away. I got the chance to visit Singapore, Taiwan, Macau, Vietnam and mainland China during my time there.

All in all, I had an amazing professional and personal experience during my ASP. If you’re lucky enough to join Baker & McKenzie, you should definitely consider an ASP to Hong Kong - I can’t recommend it highly enough.
Commercial law firms are not for the only option for graduates or current law students wishing to gain legal experience. A law degree can take a student on an entirely different path. Perhaps you have a strong sense of social justice? Perhaps you don’t want to practice in areas such as mergers and acquisitions, taxation or commercial litigation? That’s ok. There are many different paths in law and this section aims to outline some of the options in public law.

This is not an exhaustive list but rather, are some ideas for students wishing to pursue a different path. To that end, it is beneficial for students to also look at the “Public and Community Sector Careers Guide” for internship and volunteer opportunities in relation to many of these public law options.
Community Legal Centres

Community legal centres (CLCs) are independent community organisations providing accessible legal services, primarily targeted at people who are disadvantaged or marginalised by disability, geographic location, cultural barriers or social and economic factors. Tasmanian CLCs include:

Environmental Defenders Office
The EDO assists with advice, advocacy, research and community legal education in relation to environmental and planning law issues such as: Urban fringe planning and subdivisions, pollution - noise, dust and sewerage, endangered species protection, wilderness preservation, forestry and marine farming.

Hobart, Launceston and North West Community Legal Centres
These are community organisations whose aims are to foster community awareness of the law, to make the law more equitable and accessible to the public, and to provide free legal information, advice and referral to the general public in Tasmania.

Tenants' Union of Tasmania
The Tenants Union offers free services, such as advice, advocacy and referrals to the community regarding tenancy. They also offer free community legal education and training in issues relating to tenancy.

Women’s Legal Service
Women’s Legal Service provides confidential and free legal advice and referral on all legal matters including Family Law, Family Violence, Civil and Criminal Law, Estate and Property Law. In addition they provide Community Legal Education sessions and workshops throughout the community.

Most CLCs do take volunteers (see the Public and Community Sector Careers Guide for details). Volunteering is a perfect opportunity to see if this type of law is for you.
Legal Aid

There are eight independent legal aid commissions, one in each state and territory. All states have legal aid commissions which provide economically and socially disadvantaged citizens of their states with legal aid.

The Legal Aid Commission of Tasmania is an independent statutory authority administered by the Tasmanian Department of Justice and Industrial Relations. Legal Aid is committed to providing Tasmanian’s with equal access to justice through state wide programs of advice, representation, education about the law and legal issues and law reform. Legal Aid Tasmania provides advice to individuals so as they may be directed to the most efficient, economical and effective means of obtaining appropriate advice and resolving any dispute in which they may be involved. The system is accessible, equitable and responsive to the needs of Tasmanians.

If you have any inquiries about career opportunities at Legal Aid, contact: Legal Aid Commission of Tasmania 123 Collins Street Hobart, 7000 Phone: 6233 8383 www.legalaid.tas.gov.au

In other states, legal aid commission may run graduate programs.

Legal Ombudsman

The functions of the Legal Ombudsman are:

- To monitor the handling, by the Law Society of Tasmania, of complaints about legal practitioners
- To investigate complaints made by any person about the manner in which a complaint has been dealt with by the Society
- To investigate any other matters relating to disciplinary proceedings in relation to legal practitioners as the Attorney-General may direct.
The Ombudsman in Tasmania runs an internship program every year. For more information see the Public and Community Sector Careers Guide.

Careers in the Courts

One way students can get a taste of judicial life is by working as a judge’s associate. A judge’s associate works for a judge as a personal assistant and researcher. They are usually employed for one or two years.

Most associates are recent law school graduates. The balance of responsibilities varies as between courts and as between individual judges but the role requires advanced legal research skills and legal knowledge. In most cases, the Associate also assists with the administrative side of the judge’s work including listing cases, liaising with barristers, other members of the legal profession and court staff.

Associates also have the opportunity to observe advocacy, gain an appreciation of procedure, observe the resolution of legal disputes and develop research and writing skills to a high level.

The Supreme Court of Tasmania has seven judges, including the Chief Justice and an Associate Judge. Each of the judges has an Associate.

An open expression of interest or advertisement appears in the Tasmanian Government Gazette in or about April each year. Positions commence in late August, for a period of 12 months.

Unless the advertisement states otherwise, applications should be addressed to the particular judge(s) to whom the application is for. The contact details for each judges’ chambers can be found on the Supreme Court of Tasmania’s website (see http://www.supremecourt.tas.gov.au/about_us/contacts/judges).

General enquiries may be directed to 03 6233 3442.

For more information on application processes in other states: http://alsa.net.au/images/2012/JA_Guide.pdf
Criminal Law

Office of the Director of Public Prosecution

Enjoy Crownies? The ODPP is the office or official charged with the prosecution of criminal offences.

It’s probably a dream of many to work for the ODPP and it is not always easy to enter this career path. Don’t let this deter you though!

Outlined below are some of ODPP’s throughout the Country and the opportunities for students or graduates that exist. If you are passionate, it is also worth contacting them directly to see what opportunities exist as James Walker shows below.

Tasmania
Tasmania’s ODPP does not take graduates but any vacancies will be advertised in the Tasmanian Government Gazette on http://www.jobs.tas.gov.au

Victoria
The ODPP usually offers legal traineeships to law graduates each year for a period of 12 months. Completion of a legal traineeship is one method through which law graduates can become eligible to be admitted to practice as an Australian lawyer. For more information see: http://www.opp.vic.gov.au/Careers-at-the-OP

New South Wales
The ODPP employs recent graduates as part of the Legal Development Programme. The programme is available on a full-time, 35 hours per week basis, for a period up to 12 months. For more information see: http://www.odpp.nsw.gov.au/scripts/display.id

ACT
The ACT DPP offers placements to students wishing to complete the practical legal training component of their professional qualifications. For more information see: www.jobs.act.gov.au

However, after contacting the Director of the ACT ODPP, James Walker clerked with the ODPP in the summer of 2012.
Clerking with the ODPP

James Walker

In January this year I spent three weeks completing a clerkship at the Office of the Director of Public Prosecutions (ODPP) in the ACT. Much like the Tasmanian DPP, in the ACT the DPP is responsible for instituting, conducting and supervising prosecutions and related proceedings, including appeals. In the ACT, this includes summary proceedings (i.e. those conducted in the Magistrates Court), whereas in Tasmania these are dealt with by Police Prosecution Services. The Director also has the power to, for example, provide advice to police and other investigative agencies.

My clerkship was split between spending time in court and in the office. I spent time observing DPP lawyers in both the Magistrates and Supreme Courts. The time in the office was divided between assisting with administrative, policy and research tasks under the supervision of one or more senior lawyers. I was able to assist with preparing two cases for trial, generally by researching specific points of law or cataloguing the voluminous amounts of evidence that the DPP was preparing to have admitted. In my last week I was also asked to try my hand at a few other tasks, such as drafting a template indictment and recommending whether certain simple summary matters should proceed to prosecution.

The first case was an armed robbery where the Australian Federal Police (AFP, who function as the Territory police force) had put suspects under surveillance, which led me to being asked to research the extent of the AFP's surveillance powers. The second case was a murder where the DPP would allege the accused had stabbed his partner to death in her home. The case was based entirely on circumstantial evidence. I spent some time researching, e.g. convictions in the ACT based on circumstantial evidence, and much more time reviewing binders of forensic, medical, police and other evidence that would be used at trial.

The other interesting task I was asked to assist with was the reform of several procedural laws relating to the ACT courts' case management system. One of the DPP's other roles is to bring law reform proposals to government. I was asked to draft two letters presenting research comparing aspects of case management systems from around Australia and proposing amendments to modernise relevant Territory
legislation, such as to the *Supreme Court Act 1930* (ACT). This was done in accordance with the Director's instructions and under his supervision.

There are currently two UTAS law graduates, Sarah Gul and Jonas Lipsius, working at the ODPP. The Director, Jon White, told me one of the reasons I was offered a clerkship was because he rates the UTAS law graduates he has worked with so highly. Mr White also suggested that other UTAS law students should consider applying for clerkships with his office. After my experience, where I was supported and encouraged by senior lawyers (I would especially like to thank Mr White and Assistant Director Margaret Jones) and I was always being given something interesting to work on, I hope there will be some applications from UTAS in the future. The ODPP website has information for students looking for a Legal Practice work placement, but none on clerkships for undergraduates. Don't be deterred by this: apply in writing to the Director.

My experience also confirmed for me that getting a clerkship at a commercial firm, as valuable as one may be, is not the only, or even necessarily the best, option. I strongly encourage everyone to apply for clerkships (I only applied in my fifth year, and that wasn't a problem anywhere I applied) and to consider applying in both the public and private sectors. At the end of the day, with so few legal jobs for graduates in Tasmania I also strongly encourage everyone to apply everywhere else in Australia.
At Baker & McKenzie we are different in the way we think, work and behave. Like no other law firm, we were born global.

We have been a global law firm in Australia since 1964 and the Australian practice is now the fourth largest in our network of 73 offices in 46 countries around the world, with more than 80 partners and over 170 lawyers across Sydney and Melbourne.

We opened our first office in Asia Pacific in Manila in 1963, and have grown to 14 full-service offices across 11 jurisdictions. With more than 1,000 locally qualified lawyers across the region, Baker & McKenzie is the firm with the greatest depth and breadth of coverage across the dynamic Asia Pacific markets.

Baker & McKenzie Australia offers our people access to complex, market-leading matters working with some of the world’s best legal minds – people who know the law and who understand business.

Our 2013/14 Clerkship Program
Right from the start, our clerks get involved in real work. You will be exposed to our Australian and international clients through client meetings, shadowing, research and other everyday activities within your assigned practice group.

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

In Melbourne, the seasonal clerkship program runs for four weeks in November/December. Many of our clerks have also had the opportunity to travel overseas after their clerkship to work with one of our international offices. To celebrate our 50th year in the Asia Pacific region, and as part of our engagement initiative, this year our focus will be on placements in the Asia Pacific region.

Our Graduate Program
Our Melbourne office participates in the priority offer system where, to be eligible for a priority offer, candidates must have completed a seasonal clerkship or 30 days para legal work with the Firm during the past two years.

Graduates complete three rotations over 18 months before they join a particular practice group as an Associate. You will be assigned a Supervising Partner/Senior Associate and an Associate “Buddy” in each rotation to oversee your on-the-job and formal learning.

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

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

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

Our regional practice group structure means many of our lawyers attend regional training in our Asia Pacific offices and, once graduates complete their graduate program, they will travel overseas to attend a regional orientation program with other mid-level Associates from the region.

In addition, the firm offers opportunities for lawyers at varying stages of their career to work directly for clients or with our other offices in the Asia Pacific region.

What does the firm look for?
We look for people who enjoy a challenge and seek new opportunities; who share our global perspective; who have sound academic and practical in their approach; who like taking responsibility and getting things done; who express themselves confidently while staying open to new ideas; and who seek a friendly and inclusive culture that encourages making a difference to our local and global communities.

How to apply
Applications for clerkships can be submitted online at www.crmal.com.au. Applications for clerkships open on 1st July 2013 and close on 31st August 2013.

Ready to explore our world?
Natalie Mascarenhas
Talent Management Consultant - Melbourne
Tel: +61 3 9617 4349
natalie.mascarenhas@bakermckenzie.com
www.bakermckenzie.com/careers/australia/melbourne
In our first year of law we are told that not all of us will practice law – in fact nearly half of us will use our degree in different ways. As we progress through our degrees some realise that practicing law – in any form – is not for them. We all have different interests and strengths and I encourage you to think about what you enjoy doing and what your strengths are.

The wonderful thing about a law degree is that you gain a wide range of skills which are valuable in any job such as analytical skills, written and oral communication skills, being an independent thinker and acquiring a broad knowledge base. This guide highlights several potential alternate routes to practicing. It is by no means an exhaustive list, but will give you an idea of the different opportunities that exist.
The Public Sector

One popular option amongst graduates is to apply for graduate or entry level positions in the Commonwealth or a state public service. The Australian Public Service (APS) recruits a variety of graduates with a diverse range of skills and qualifications for their graduate programs. A graduate program is a structured, on the job program, designed to introduce you to the APS organization. Typically graduate programs last between 1-2 years and consist of rotations through several areas of each department.

For more guidance on this sector, please refer to the TULS Community & Public Sector Guide.

The Commonwealth APS

At a commonwealth level, Australian Government agencies usually advertise graduate employment opportunities between February and June each year. Be sure to check out: http://australia.gov.au/topics/employment-and-workplace/australian-government-jobs/graduate-program

This website contains information about each government department which offer graduate or internship programs.

The Department of Attorney General and Justice

The Attorney-General’s Department serves the people of Australia by providing essential expert support to the Government in the maintenance and improvement of Australia’s law and justice framework, national security and emergency management systems.

http://www.ag.gov.au/About/Careers/Graduateprogram/Pages/default.asp
The Department of Prime Minister and Cabinet
The Department of the Prime Minister and Cabinet provides policy advice on matters such as Economic and Industry Policy; Social Policy; National Security and International Policy. They also provide policy advice on parliamentary, machinery of government, legal, freedom of information, privacy and cultural issues, and a range of support services:

The Department of Foreign Affairs and Trade
The Department of Foreign Affairs and Trade aims to advance the interests of Australia and Australians internationally. It provides foreign and trade policy advice to the government:
www.dfat.gov.au/graduate

The Treasury
The Treasury monitors and advises the government on a range of economic issues such as recovery from the global financial crisis, reviewing the tax system and producing the federal budget, all of which require input from a legal perspective:
www.grADuates.treasury.gov.au

The Australian Competition and Consumer Commission
The ACCC promotes competition and fair trade in the market place. Its primary responsibility is to ensure that individuals and businesses comply with the Commonwealth competition, fair trading and consumer protection laws:
www.accc.gov.au/gradjob

ASIC
ASIC is Australia's corporate, markets and financial services regulator. It has several roles including: education; monitoring the behaviour of corporations; regulating and observing consumer behaviour; fair and efficient markets achieved through our role in market supervision and competition, and corporate governance and registration and licensing corporations:
http://www.graduates.asic.gov.au

The Australian Prudential Regulation Authority
The Australian Prudential Regulation Authority is the prudential regulator of the financial services industry. It oversees banks, credit unions, building societies, insurance companies, and the superannuation industry: www.apra.gov.au/careers
The Australian Taxation Office
The ATO is the government’s principal revenue collection agency. It manages the tax, excise and superannuation systems that fund services for Australians: www.destinationato.com.au

There are many other public bodies, government departments and not-for-profit organisations which have roles that are not necessarily law specific but often seek applicants with legal backgrounds to fill those roles. Examples include: the Australian Federal Police, AusAID, Australian National Audit Office, The Department of Defence, Australian Secret Intelligence Service (ASIS), Department of Agriculture, Fisheries and Forestry, Department of Defence, Department of Education, Employment and Workplace Relations, Department of Finance and Deregulation, Department of Immigration and Citizenship, Department of Sustainability, Environment, Water, Population and Communities (DSEWPaC), Department of Broadband, Communications and the Digital Economy (DBCDE), Fair Work Ombudsman and the Australian Human Rights Commission.

The State Public Service

Tasmania
In Tasmania, as a smaller state, there is not a large graduate program. However, two graduate programs were run last year by the Department of Premier and Cabinet and the Department of Health and Human Services. Therefore, it’s worth keeping an eye on careers with the Tasmanian Government on: http://www.jobs.tas.gov.au/

Victoria
The Victorian Government Graduate Recruitment and Development Scheme is a 12 month scheme which operates across a wide variety of government departments and agencies including the following:

- Department of Business and Innovation
- Department of Education and Early Childhood Development
- Department of Health
- Department of Human Services
- Department of Justice
- Department of Planning and Community Development
- Department of Premier and Cabinet
- Department of Primary Industries
- Department of Sustainability and Environment
- Department of Transport
- Department of Treasury and Finance
- Essential Services Commission
- Victoria Police
- Victorian Auditor General's Office
- Office of the Legal Services Commissioner


New South Wales


Specific tips on applying for APS Jobs

For positions with the Australian Public Service the job application process can be very different to the process in private sectors. In addition to reading through the “Application” section of the careers guide the Australian Public Service Commission has information and fact sheets available on 'Cracking the Code: How to apply for jobs in the Australian Public Service'. This guide can help applicants in writing their applications, including addressing the selection criteria. Further information is available at www.apsc.gov.au

The APS recruit staff based on merit. To do this they compare and weigh-up the skills, experience and abilities of each candidate using a combination of written applications, interviews and/or work-sample tests.
Of these, selection criteria is without a doubt the most important part of an application.

Start by analysing the selection criteria by identifying each part of the criteria listed. For instance a criteria stating “must have strong written and oral communication skills, the ability to work well in a team as well as high level negotiation and liaison skills”, you need to divide the statement up as follows:

- Strong written and oral communication skills
- The ability to work well in a team
- High level negotiation skills
- High level liaison skills.

For each part, brainstorm as many examples as possible of your background in this area and then set it out in the “STAR” approach:

- Situation - Set the context by describing the circumstance where you used the skills or qualities and gained the experience.
- Task - What was your role?
- Actions - What did you do and how did you do it?
- Results - What did you achieve? What was the end result and how does it relate to the job you are applying for?

Be clear and to the point. If a word or page limit is set, make sure you stick to it, and edit your responses for grammar, spelling and punctuation.

The Experience of the APS

Attorney-General’s Department Graduate Program

By Dave Port

Like many law students, I was anxious in my final two years of Uni. I realised that pretty soon I’d walk out of Uni / Legal Prac for the last time as a student, and I still wasn’t sure whether or not I wanted to be a lawyer. Fortunately, I had a close friend tell me about public service graduate programs. Government graduate programs offer an alternative career path for students from any background.
A graduate program runs from anywhere between 10 months and 2 years, during which time graduates complete work rotations around different areas of the department. It’s all about gaining the skills and knowledge to succeed not only in the public service, but in your career in general. While there are many Australian Government departments that offer employment programs to recent graduates (see first link below), I can only speak to my experience in the Attorney-General’s Department.

Having finished the graduate program in January 2013, I can confidently say that it has been the most rewarding experience I could have hoped for. During my three rotations, I worked in corporate governance, anti-corruption policy, and national security capability development. This diversity of work is typical in an Australian Government graduate program, and the work undertaken by the Attorney-General’s Department is diverse enough to appeal to any law graduate. In 2012, graduates were placed in areas ranging from Copyright Policy to Countering Violent Extremism to Indigenous Justice Policy.

This diversity of work is just one selling point for Australian Government graduate programs. If you ask any graduate in Canberra what the best part of their job is, they might tell you one of several things:

- financial assistance for further study
- ‘flex time’ (Google it) and the work/life balance
- mentor and buddy program
- above-average starting salary
- potential for advancement, or
- the friendly and passionate people they work with.

The move to Canberra was daunting, but a graduate program really helped me adjust. I started my program with 32 other graduates, and we quickly bonded over having to move to Canberra and an eagerness to get started. Throughout the year, we’ve been on several trips to the NSW coast and ski fields, with countless BBQs and other social events in between.

At the end of the graduate year, the Attorney-General’s Department, like all government agencies, offers permanent positions for all graduates. I currently work in the South Asia and Africa Section of the International Crime Cooperation Division. The role of my section is to deliver international legal assistance to help countries strengthen their laws and regulations against transnational crime, such as people smuggling and money laundering. The term ‘dream job’ gets thrown around a lot,
but I believe that I’m about as close to having my dream job as someone could get.

If you have any questions or would like any more information, please feel free to contact me at the email address listed below. Applications for most Australian Government agencies open around March and close in April.

Links


Contact

david.port@ag.gov.au
Postgraduate Study

The Law School has a very active research program and we have an excellent reputation nationally for the quality of our research. The research activity of the Law School is fostered by the presence of two specific centres of legal scholarship: the Centre for Law and Genetics and the Tasmanian Law Reform Institute.

**Centre for Law and Genetics**
A number of members of faculty are involved in this centre, the main aim of which is to investigate bioethical matters and legal implications arising from the use of new technologies. The Centre is at the forefront of research into issues such as the legal standards in the commercialisation of human-genetic technology.

**Tasmanian Law Reform Institute**
The institute was established in July 2001 with a mission to undertake law reform work and research on topics proposed by the State Government, the community, the University and the Institute itself. Recent activity has included projects looking at a Charter of Rights for Tasmania, Drug Counts, Contempt of Court, sentencing trends and options, the role of victims and the community in the sentencing process, corporate manslaughter, vendor disclosure, intoxication as a defence to criminal charges, police powers of arrest, bail and an evidence project on trial judges’ directions to juries in relation to delayed complaint in sexual offences cases.

In addition to these centres, the Law School has particular expertise in the general areas of Medical Law and Ethics, Property Law, International Law, Corporations Law, Administrative Law and Equity & Trusts.

The Law School has an active post-graduate research program. Students can enrol in the LLM (Masters) Program or the PHD Program. Both are research based. LLM students are enrolled for one to two years. They are expected to produce a thesis of around 40-60 000 words during this time. PHD students are enrolled for three to four years and their thesis is around 80-120 000 words.

Admission to the postgraduate program is based on undergraduate academic performance, specific topic area, availability of suitable supervision and resources within the Law Faculty during the period of candidature. The University offers some scholarships to students with outstanding academic records, and the Law School also has scholarship funds available to students.

Interested students should contact the Graduate Research Coordinator, Professor Jeremy Pritchard (Jeremy.Pritchard@utas.edu.au).
Economic Options

Corporate advisory work is not strictly legal; however having a legal background has many advantages. Loosely, corporate advisors/analysts/advisors/consultants offer commercial companies advice on a wide variety of business transactions occurring within the company. Corporate advisors are largely found in the following fields:

- Investment banking
- Management
- Consultancy
- Insolvency recovery
- Accounting
- Taxation

The ASX employs over 600 staff throughout Australia in the following departments:

- Information technology
- Finance
- Law
- Business
- Administration

A career with the ASX offers an exceptional insight into both the Australian and International financial markets. In a fast-paced, dynamic and innovative environment, you will enjoy a variety of work and are encouraged to be as creative as possible. Current vacancies can be accessed at the following site: http://www.asxgroup.com.au/current-job-opportunities.ht

Legal Editing/Legal Publishing

Did you combine English, Linguistics or Media and Communication with your Law degree? Perhaps a career in legal editing or publishing is for you. A post-graduate degree in Publishing and Editing is usually necessary but on the upside – no billable hours!
Palgrave Macmillan's *Law Principles and Practice* series

- Written in plain English by practicing lawyers and academics who teach the subject
- Teaches you up-to-date law principles and practice, combining and integrating case extracts and theory
- Uses recent influential cases and statutes
- Provides you with concise and easy to locate definitions of terms and points for consideration
- Introduces key examinable areas, legal essays and problems, showing you how to excel in assessment
- 5 titles published with 6 more to come, covering all areas of law you'll need to know

[Image of books: Civil Procedure, Constitutional Law, Corporate Law, Equity & Trusts, Torts, Compensation for Harm]
The concepts of resume writing, covering letters and interviews are somewhat intimidating, especially when you may have sauntered through University for the first three years of your degree without even a thought as to the ‘bigger picture’.

It is arguable that the application process is the most important element in obtaining a job. Of course good grades are important and extra-curricular activities help but to be successful you need to showcase them in an effective way to employers. Simply put, your application is vital and at the outset I stress the importance of spending time on your application. Check out these tips, go see the career service at UTAS and get family and friends to check over it. If you really want a job, it’s worth doing well.
Resume Writing

A resume is a concise and presentable career overview. A resume not only illustrates factual information, but also projects to a prospective employer why you are the best candidate for the job.

You must:
- Have a well structured resume
- Have a well edited resume without errors, inconsistencies or typos
- Be informative, succinct and clear

It doesn’t mean trying to be novel. There are far better ways to stand out from the crowd than attaching coffee sachets and sweets to your resume and then printing it in A3 size. (Trust me this has been done!)

Recommended Points:
- Most importantly – target your resume for each particular job
- It should be a maximum of 3-4 pages
- Short sentences which are easy to read have a far greater impact than continuous lines
- Use Bullet points rather than writing in paragraphs of text. This may help you to avoid repetition
- Be consistent with the fonts and sizes
- Make headings clear and obvious

A note on “artistic licence”
Your resume must be truthful. It is OK to promote yourself, but make sure that you do not go overboard to the point where you portray yourself as someone that you are not.
- Stating that you enjoy playing tennis socially when in reality you play twice a year is using a bit of artistic license
- Stating that you’ve held a position or a job you haven’t is lying

You may be in for a nasty surprise if you become unstuck in front of your interviewers! You never know when you might be required to verify information that you have given.
So what headings should you use?

Personal details:
- Name
- Address
- Phone (home, mobile, fax)
- Email

Education and training:
- You should mention the date, institution and name of the course that you have undertaken
- Details of secondary studies can be included, listing the most recent first
- In terms of University study it is debatable whether individual results need to be included in this section. If you are particularly proud of some achievements, and they boost your attributes, you should mention a few
- Most applications, however, request a separate academic transcript. If you provide one of these, there is no need to include your marks in your actual resume

Achievements:
These include:
- Academic awards
- Sporting achievements
- Musical awards
- Community awards

Remember that an interviewer will be interested in your current skills and experiences, not what you were doing 10 years ago. Therefore, while you may be proud of your 'conscientious effort' certificate in Grade 9, it probably won't be particularly helpful now.

Extracurricular Activities:
This can include a broad number of things including:
- Leadership roles
- Achievements in areas other than the academic realm
Volunteer work
Membership in social clubs
Sports
Other interests

When an interviewer must choose between two candidates, an all rounded person who is involved in extracurricular activities will clearly be the more attractive.

When stating your interests, it is best to be as honest as possible as your interests are a key indicator of the best working environment for you. Honesty can only be of benefit to all persons concerned, especially you.

Employment or Work Experience
Given that you are a recent graduate, nearing graduation, or in your early years of your degree, it may be the case that you have not had any legal employment history. Interviewers will be aware of this, (in fact, may even expect it) and therefore, it is necessary to include in your resume any casual or part time positions that you may have undertaken whilst studying.

You may not think that working in a cafe etc was particularly exciting, but it will certainly show that you had the ability to juggle work and study which is an admirable quality and also shows a degree of financial independence.

Details should include:
- The employer’s name
- The period of employment
- Your role and responsibilities

Personal Skills:
Even if you do not have an employment history, it is important to include your personal skills and attributes:
- Leadership roles
- Time management
- Communication skills
- Interpersonal skills
- Willingness to learn
- Ability to work in a team and on your own
- Ability to juggle a number of commitments
- Ability to assist other

The most important thing is to list these things with reference to your life experiences. Don’t just make a blanket statement of your skills. Show the interviewer...
just how you obtained that personal skill. E.g. ‘I have good time management skills because I have four children, three jobs, have a house to run, play Sunday tennis’ and so on.

References
List your referees with their job title, email address and phone number, or indicate that referees are available on request. Ideally, you should be able to provide 2-3 professional or work-related referees.

Selection Criteria

Start by analysing the selection criteria by identifying each part of the criteria listed. For instance a criteria stating “must have strong written and oral communication skills, the ability to work well in a team as well as high level negotiation and liaison skills”, you need to divide the statement up as follows:

- Strong written and oral communication skills
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- High level negotiation skills
- High level liaison skills.

For each part, brainstorm as many examples as possible of your background in this area and then set it out in the “STAR” approach:

- Situation - Set the context by describing the circumstance where you used the skills or qualities and gained the experience.
- Task - What was your role?
- Actions - What did you do and how did you do it?
- Results - What did you achieve? What was the end result and how does it relate to the job you are applying for?
In a highly competitive employment market a convincing application will go a long way towards capturing an employer’s attention. If written thoughtfully it can show off your writing skills, while illustrating your strengths and attributes.

Format
The covering letter MUST be in a business format:
- Include the date and address details at the top
- Include a heading which states the purpose of the letter
- Make sure you address your cover letter to the correct person (usually the human resource representative)
- Include the correct title of the person to whom you are addressing the letter. There is a lot of variation among firms as to whether a person is regarded as a ‘Human Resource Manager’, ‘Recruitment Liaison Officer’, ‘Manager of Human Resources’ and so on

Do not just download an example cover letter off the internet and make minor alterations. Interviewers can easily recognise overused phrases which can certainly be a turn off.

Tailor to each job
Cover letters should communicate:
- Your interest in the position (if advertised position) or potential opportunities
- Your understanding and interest in the organisation
- The key skills, qualifications and abilities you have to offer

With this in mind, a suggested format is:
- Paragraph One: State the position you are applying for and what interests you about the job and how that links to what you know about the organisation needs.
- Paragraph Two: A brief overview of what you’ve done in your life and your qualifications (a snapshot of your resume). This can include examples of your academic, employment and voluntary experiences, as well as extracurricular interests.
- Paragraph Three: What can you contribute to the organisation? Give an example of each in a brief way (Bullet points work well for this). Ensure here
that your key skills / strengths link to the position. Examine the firm's web sites as often these will state the qualities which they are seeking in a candidate.

- Paragraph Four: You should include information about why you are applying to the specific firm; what attracted you to their clerkship program over another firms. The firm's website will include reference to other interesting little facts and figures. If you can appropriately include these in your application, it can look very impressive.

**Expression**

Use positive, confident language throughout, a cover letter is a marketing too and you must market yourself.

Ensure you have proof read your letter carefully – grammatical or spelling errors will create a negative impression with a potential employer.
So, you have landed yourself an interview! Congratulations! Now you have to get into the nitty-gritty of impressing the interviewer in person.

This is your opportunity to market yourself because the interviewer will be assessing whether you have the qualities and qualifications that they seek for the position.

The interview is also a fact finding mission for you too. You will be assessing whether you really do want the job and whether it is right for you in terms of career opportunities, areas of law, lifestyle, values, culture and so on.

TIPS prior to the interview

♦ You should be in professional dress. Bear in mind that you may be interviewed by someone of a generation who considers a tie and being clean shaven as essential. Avoid wild hairstyles or accessories- these can be distracting and can detract from the first impression.

♦ Arrive at least 5-10 minutes early - this will give you just enough time to freshen up, and collect your thoughts before attending your interview. Any longer than this may result in awkward silences with the receptionist.

♦ Remember the Scout motto and be prepared for all situations. Take an umbrella in case it rain, a tissue in case your nose attempts to discredit you, and some spare stockings if you are in a skirt (just in case.)

♦ Ensure that you find out as much information as possible about the firm prior to the interview. If the interviewer asks why you want to work with them, you then will be able to draw upon your knowledge. Websites, promotional information as well as literature such as the Financial Review provide wealth of knowledge relevant to your interview.
In the Interview

Take note of any persons who may introduce themselves to you at the workplace or in the interview.

♦ When you are taken into the interview room- BE CONFIDENT! Always say hello to your interviewers using their correct title and firmly shake their hand. If nerves appear to be enveloping you, just don't forget to smile.

♦ Listen actively to the questions being asked of you. Take a second before launching into your answer to ensure that you only provide information which is relevant to the question. The interviewer will be looking for someone who is acute and articulate.

♦ Avoid distracting mannerisms. Sit up straight with your hands crossed.

♦ If you are unclear on a question, seek clarification.

♦ Give the interviewer specific examples about your experiences. For example, instead of stating that you work well in a team, give an example: "In 2012 I was on the TULS committee which strengthened my team skills".

♦ While it is highly recommended that you practice answering questions prior to your interview- make sure that you do not give staged answers. You certainly do not want to be churning out robotic responses.

♦ It is important to develop a rapport with the interviewer. You may have a really outgoing interviewer who just wants to have a 'chat' with you. Alternatively, you may have an interviewer who has a more 'rigid' style.

♦ Make your interview a two way conversation. This will show your eagerness to find information as well as your interest in the firm. Ask things that really show your depth of preparation.

For example:
1. Can you provide me with a detailed description of the position?
2. What should I realistically expect from the position?
3. Why is the position available?
4. Can you describe the culture of your firm?
5. What makes your firm more preferable to the next?
6. What does the position entail?
7. Is there a training and induction program?
8. What kind of people have done well at your firm?
9. How fast can you progress in the firm?
10. Can you engage in further study whilst working?

✧ Make sure you watch your non-verbals too- these include things like how you are seated, your eye contact, your hand movements, facial expressions and so on. These will reflect your energy and enthusiasm for the position as well as confidence in yourself.

✧ Always know your resume - interviewers will ask you probing questions based upon your application letter/resume, and so you should be prepared. If you are asked "what was it like to work within a team", it would be disastrous for you to say you had never worked in one, when your resume indicated the contrary.

✧ You should be aware of your strengths and weaknesses - you may be required to answer the very basic question 'what is your biggest weakness and how do you overcome this in an employment setting'. Confronting your pitfalls for the first time in your interview can be quite disconcerting. Therefore, it is wise to make a mental note of these prior to the interview.

✧ There may be parts of your school, university or work background of which you are not particularly proud and this may be brought up. If so don’t just say" I don’t know why I failed Trusts" – answer fully and truthfully e.g.: "for a short period of time I was having personal problems at home but I refer you to the fact that I gained a credit in Trusts the following year".

✧ While you should always be confident, overconfidence is a real turn off. Just be natural and yourself. Always remember that the firm must already like you to have given you an interview.

✧ Therefore, when you are in the interview, don’t try and be someone that you are not, because firms will most likely be looking for a diverse range of personalities anyhow! In any event, if you have been unsuccessful in the past, just think that that firm was not meant for you.
Here are some practice questions that may be helpful in the preparations for your interview:

1. Tell me about yourself?
2. What do you have to offer the firm?
3. Why did you choose law?
4. Why have you applied for this job?
5. What are your interests?
6. What challenges you?
7. What motivates you?
8. Are you competitive?
9. How do you define personal success?
10. How have you responded to a confronting customer/client etc at work?
11. Where have you had to exercise responsibility?
12. How do you perform in a team environment?
13. How do you perform under pressure?
14. What do you see as your long term goals?
15. What practice groups do you wish to work for?
16. Are you flexible or tied to particular things?
17. Where do you see the legal profession heading?

19. Why should we employ you?

20. Why do you want to come to our firm?

21. What attracts you to a big/small size firm?

22. What are the pros and cons of a legal career?

24. Can you comment on your academic record?

25. How can you explain your disappointing result in X subject at Uni?

26. What is your greatest achievement and why?

27. How did you enjoy University and why?

28. What do you seek to gain from a Clerkship?

29. What have you learnt most from your legal work experience?

30. How would your friends describe you?

31. What are your expectations from this firm?

33. What does team work mean to you?
So, you may be asking yourself why there is an extra-curricular section in this guide about careers. (This section is important because:

- Employers often look for students that can demonstrate they have a balanced life and can manage multiple commitments. Furthermore, upon graduating, you become one of many other graduates in Australia hunting for employment. All graduates will be armed with a law degree and extra-curricular activities are the perfect way to distinguish yourself.

- Undertaking such activities can help you discover what you love doing and may help you decide your future career.

- Making your life all about University or grades is no fun at all. Nuf said.
University Exchange

Law students have opportunities to attend overseas institutions as exchange students. Exchange is available:

- For combined degree kids exchange is available in semester two of fourth year.
- For straight law kids exchange is available semester two of third year.
- For more details contact the Faculty Executive Officer, Kira White on 6226 7510 or email Kira.White@utas.edu.au

Exchange to Denmark: A Scandinavian Adventure

By Alexandra Gott

As a part of my law degree I had the opportunity to undertake a semester long exchange to the University of Copenhagen. This was an amazing experience; it allowed me to study interesting units in a top university, meet great people and pursue my interest in travelling to different countries and experiencing new cultures. Studying overseas is a big undertaking; the thought of leaving what you know is daunting and the application process can be tough. But being organised and knowing what you want will put you in good stead to go where you want to go.

My exchange experience started at the beginning of my third year, when I decided I would fully commit to going. After that there wasn’t much to do until fourth year, when the application process began. And soon enough August rolled round and it was time to head off on the experience of a lifetime.

The first month of exchange was information overload: a new city, new people and a new and different language. It was a shock and it was a lot to get used to. But after the first couple of weeks the shock wore off and it was smooth sailing.
Exchange offers you so many opportunities, the kind that you would never have at home. For me, it was about taking myself out of my comfort zone to prove to myself that I could go somewhere new and survive. And I did, not just surviving but loving every minute of it. I got to call a beautiful, historical, bustling city home; I met people from all over the world, discovering differences and similarities between Australia and the rest of the world; I studied at a university which offers a top education, learning from people who had experienced first-hand what they were teaching about; and I got to travel, all around Denmark and Europe.

Going on exchange taught me that the world is a lot larger than law school. There are so many opportunities to grasp, people to meet and places to go, all you need to do is put yourself out there. It taught me to be resilient, to accept challenges and find ways of overcoming them. It taught me to be open to people and that everyone has a story. And most of all it taught me that anything is possible.

I cannot encourage younger students enough to consider doing an exchange; it teaches you so much about yourself and the world around you, and even a little bit about the law as well. I guarantee you will not regret doing it and it will be a highlight of your time at law school. I know it certainly was for me.

University Competitions

Every year TULS runs a range of competitions in mooting, negotiations, client interviewing and witness examination for law students in both semester one and two.

These competitions give all law students the opportunity to put your advocacy and communication skills to the test. Competitions can also add to your CV, develop essential skills that you will utilise in your professional careers, prepare you for your assessments (such as your faculty moot in final year) and can even give you the opportunity to represent UTAS in interstate competition. They’re a great way to get involved in law school, whilst still learning and having fun!

Following are some brief descriptions of the individual competitions.

A Moot is a simulated appeal in a superior court, based on a factual scenario and judgement from a lower court. There are no witnesses, just good old-fashioned legal argument about whether the court below was correct. Throughout your allocated
10 minutes, the judges will ask questions to test how well you know the cases in your area. Witness Examination is a simulated civil or criminal trial. The trial is run right over a period of approximately 20 minutes, from the opening statements, through to the examination of witnesses, and finally to the closing addresses.

Negotiations involve two teams of two solicitors, meeting to discuss a dispute between their clients on a particular matter. Each team is provided with a description of the factual scenario, with some facts common to both teams, but each with a few secrets up their sleeve. Each team also has instructions from their client detailing exactly what outcome they should seek and what should be avoided at all costs. The negotiation can last for up to 40 minutes, and the winner is not necessarily the team that walks away with the better deal, but the one that gets closest to the wishes of their client.

Client Interviewing involves a team of two with 20 minutes to interview a client and do a quick analysis of the interview. They must cover all the formalities of an interview, find out all the details of the problem, and suggest possible courses of action.

Internship and Volunteering

This year TULS has most helpfully produced the Public and Community Sector Careers Guide which has information about internship and volunteering opportunities.

Tim Hawkins Memorial Scholarship

Tim Hawkins was an outstanding young Tasmanian. He was an international oarsman who had graduated with Honours in Commerce/Law from UTAS and was admitted to the bar of the Supreme Court of Tasmania.
Tim’s tragic death in Bali in October 2002 was the result of a terrorist act that criminally violated all principles of humanity. Family, friends and associates of Mr Hawkins and members of the wider Tasmanian community have endowed this Scholarship at the University as a fitting memorial to this fine Tasmanian.

The recipient will receive an allowance of $13,000 and a return economy airfare to The Hague. They must be available to take up the position in The Hague in mid-year for a period of six months.

Applicants are required to:
- Demonstrate an interest in humanitarian law or terrorism studies (current students must have completed an international law elective unit);
- Indicate a capacity to work with people at the highest level in the international law arena;
- Show how this opportunity will support your current career goals;
- Include a piece of your own written work (academic or professional) which demonstrates both your knowledge of international humanitarian law and your skills in written expression;
- Confirm your availability to take up this five-month position from mid year

Sandy Duncanson Social Justice Fund

On June 25th 2010 Tasmanian lawyer Alexander (Sandy) Duncanson died at the age of 37, after surviving cancer for sixteen years. Sandy is greatly missed, and was widely respected for his work in the community legal and housing sectors.

In recognition of Sandy’s profound commitment to social justice, his friends and family have established a fund in his name through the University of Tasmania Foundation.

The Sandy Duncanson Social Justice Fund will grant a bursary each year to a University of Tasmania student with a demonstrated commitment to social justice. Applicants will be asked to nominate a social justice project or activity, and to explain how they will use their bursary to support it. This may involve working with an established organization on a recognised issue, or create an entirely new initiative.
Selection will be through an application process managed through the Faculty of Law and the Inglis Clark Centre for Civil Society.

The University of Tasmania will also hold a public lecture in Sandy’s name each year, inviting prominent commentators, activists and academics to speak about social justice. Bursary recipients will also be invited to share the outcomes of their project or activity at this event.

The lecture will raise awareness of social justice issues amongst UTAS students and staff, legal practitioners and other professionals, and across the wider Tasmanian community.

In 2002 Sandy visited Woomera Detention Centre and interviewed refugees seeking asylum. At the time he was still a law student and this experience had a lasting impact, inspiring Sandy to dedicate his working life to social justice. The bursaries allocated by the Sandy Duncanson Social Justice Fund will give others the opportunity to have their lives enriched by such an experience. It will also encourage more UTAS graduates to pursue careers with ethical integrity.

Please contact Rick Snell (R.Snell@utas.edu.au) for more information.
TULS would like to thank the following sponsors: