

2018 WINTER CLERKSHIP PROGRAM

MELBOURNE

RELATIONSHIPS
Admit to own mistakes
Be accessible
Good health
Responsibility
Confront issues
Listening
Ethical behaviours
HONESTY
EFFECTIVENESS
IN LIFE
HIGH PROFESSIONAL STANDARDS
COURAGE
Focus on Success
Openness
Openness
Proactivity
Quality
Communication
Action
Transparency
Support
Feedback
Balance
Work Life

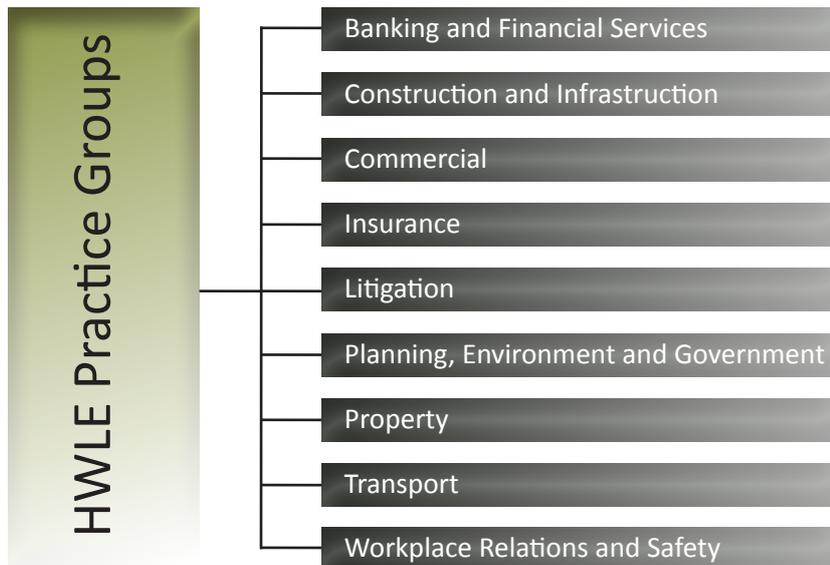
ABOUT HWL EBSWORTH LAWYERS

HWL Ebsworth Lawyers is a national commercial law firm offering clients market leading legal services through core Practice Groups. Our focus is providing our clients with access to our greatest resources – our people. We have built industry groups that provide a combination of sound industry insight and technical expertise to deliver commercially astute business solutions based on our clients’ needs. We have a thorough understanding of our clients’ industries and their business goals which enables us to deliver legal results that enhance their commercial performance.

The firm continues to go from strength to strength, and is the largest legal partnership in Australia according to the most recent partnership surveys published by The Australian and the Australian Financial Review. It is also the only commercial law firm with an office in every Australian State and Territory.

At HWL Ebsworth, our edge is not only expertise, experience and ability to achieve the commercial objectives of our clients, but also our ability to offer a better value proposition which will assist our clients in meeting their objectives.

The partnership is dynamic, forward thinking and committed to developing a supportive working environment.



OUR WINTER CLERKSHIP PROGRAM

HWL Ebsworth is committed to providing our Law Clerks with the opportunity to gain a genuine insight into our Practice Groups and culture. The program is tailored to present you with hands-on experiences and training to develop your legal skills and knowledge whilst providing feedback, support and the chance to network with a range of practitioners throughout the firm. You will be exposed to a broad range of work within your designated Practice Groups and the program has been designed to enable us to get to know you on both a personal and professional level.

Upon the commencement of your Clerkship you will be paired with a Supervising Partner and a Mentor who will guide, support and develop you throughout your placement and deliver comprehensive feedback at the conclusion of your time with the firm. You will participate in a customised induction program that will assist in familiarising you with our systems, processes and values and you will be welcomed as a valued member of our national team.

WORKSHOPS & TRAINING

We recognise the importance of your career experiences as a foundation of your future legal career. To assist you in the development of your career, throughout your Clerkship, you will be exposed to a range of activities designed in accordance with key competencies developed for each Practice Group along with general legal skills training and practice management workshops.

Competencies may include:

- Attending external and/or client meetings
- Drafting a piece of advice and/or agreement
- Assisting with due diligence
- Attending settlements
- Research tasks
- Attending Court

Other training areas and practice management workshops may include:

- Marketing seminars
- Negotiation skills workshops
- Presentation workshops
- Career information sessions

At HWL Ebsworth we believe that a healthy balance between work and personal life is important. During your Clerkship you will experience what it is like to be an employee of HWL Ebsworth and you will have the opportunity to attend a variety of social and networking events hosted by the firm.

OUR CORE VALUES

Internally, we embrace a culture that is the product of our values – honesty, courage, relationships, maintaining high professional standards and a high performance culture. The result is a powerful working relationship based on trust and mutual respect.

At HWL Ebsworth we believe that deriving satisfaction from your work is essential in ensuring that each employee is committed to delivering expert legal and commercial advice to our clients. We practice an open door policy where Partners and Senior Management are available to discuss new ideas and initiatives to best service our clients' needs.

2014 WINTER CLERK TESTIMONIAL

I participated in HWL Ebsworth's comprehensive and insightful Clerkship program during the Winter of 2014 and was pleasantly surprised by my experience. As my first official clerkship, I was initially apprehensive about ensuring I made a lasting positive impression whilst producing a meaningful body of work. From the outset I was encouraged and supported by my Commercial Group Supervising Partner and Mentor who guided me through the three week program. We were prepared for the clerkship workload through practical training sessions on essential skills such as drafting and research. I was then exposed to a diverse and intellectually stimulating range of work. My first job as a clerk was to assist in the drafting of a prospectus for an IPO and later I attended meetings with counsel to discuss a pending trial and assisted with the due diligence phase of a large scale M&A transaction. I also attended a number of client meetings where I experienced first hand the talent of a partner in 'trusted advisor' mode when he expertly resolved a delicate employment issue for a client. I was always included and encouraged to participate in these discussions as a respected team member, rather than a mere observer. I found all employees at every level to be friendly and encouraging and was invited to a number of coffees with welcoming lawyers who took an interest in me both professionally and personally. After the clerkship experience I moved into the Traineeship program. I am fortunate to have now commenced my career as a solicitor with the firm after my admission to the legal profession in 2016.

Felicity
Solicitor - Commercial
(2014 Winter Clerk)

2014 WINTER CLERK TESTIMONIAL

The HWLE clerkship experience provided me with a fantastic insight into the firm. Clerking in the litigation group I encountered a fast-paced atmosphere and a wide array of clients and matters. The team offered me mentoring throughout, answering every question I had and providing advice. I attended court proceedings, mediations and meetings with clients. Back in the office I was given real work and helped draft submissions to the Ombudsman as well as court documents and memorandums to counsel. HWLE emphasises the importance and value in building relationships, so much so that I was notified and thanked when a matter I worked on during my clerkship delivered a successful result months later. It was a great feeling knowing that I had contributed, ever so slightly, to a win for the firm. Giving me insight to new areas of the law and being able to work with celebrated experts in their fields also paved the way for a reinvigorated enthusiasm when I returned to university the following semester. I was fortunate to receive a priority offer to join the firm as a Trainee in 2015 and my positive experience has continued.

Clare
Solicitor - Property
(2014 Winter Clerk)

*The 2018 HWL Ebsworth Winter Clerkship Program
will run for a three week period from
Monday, 2 July 2018 to Friday, 20 July 2018*

WINTER CLERKSHIP DATES & APPLICATION PROCESS

To apply for a 2018 Winter Clerkship you will be required to complete the online Application which will be made available under the [Graduate Centre](#) on our website on Monday, 10 July 2017. Please attach a copy of your academic transcript along with any additional supporting documentation that you wish to be considered when your application is reviewed.

Please note that applications will only be accepted from recent law graduates or students completing their degree in 2018.

Once you have completed the Application please click the "Submit" button and your application will be transmitted. Once you have submitted your Application you will be unable to make any amendments to it. Applications must be received by HWL Ebsworth by Sunday, 13 August 2017.

All enquiries about the program can be emailed to clerkapplications@hwle.com.au

The Application you are required to complete allows us to obtain an overview of your skills, your previous experiences, credentials and your suitability for the Winter Clerkship Program.



RECRUITMENT PROCESS & TIMEFRAMES



Stage One - Application Shortlisting

On receipt of your application form, academic transcript and supporting documentation the selection panel will review your application against a number of predefined selection criteria to allow each applicant the opportunity to be assessed equally and objectively. These criteria are applied consistently across all applications received by the firm. Candidates who are shortlisted will progress to Stage Two and will be invited to attend our Information & Assessment Centre.

Stage Two – Information & Assessment Centre

Shortlisted candidates will receive an invitation to attend an Information & Assessment Centre on the firm's premises. The Information & Assessment Centre will encompass both individual and group based activities designed to assess your analytical, problem solving, communication and leadership skills and will be for approximately three hours duration. You will have the opportunity to meet with Partners, Solicitors and previous Trainee Solicitors of the firm. Candidates who are successful in this stage will be invited to attend an interview.

Stage Three - Individual Interviews

This stage will involve an individual interview with the selection panel.

Stage Four - Offer of Winter Clerkship

Successful candidates will be notified by Human Resources offering a Winter Clerkship with the firm commencing in July 2018. Upon acceptance of a verbal offer, a written offer will be provided to the successful candidate.

For further information, please contact:

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