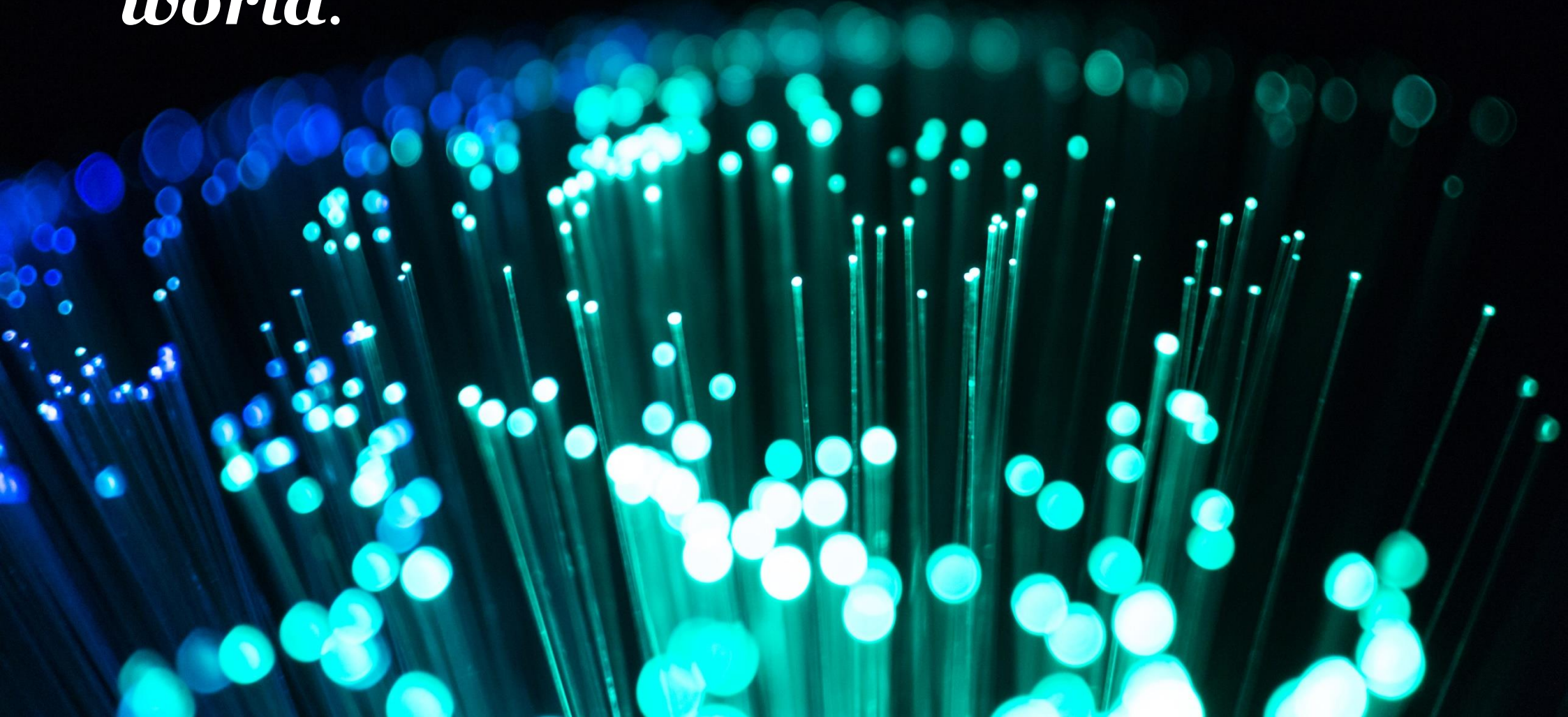


# Bird & Bird & Summer Clerkships in Australia



***Our vision:** to be the number one law firm  
in the world for organisations being  
changed by **technology** and the **digital  
world.***



# What's your vision?

## Welcome to Bird & Bird!

With 29 fully integrated offices around the world and over 1,350 lawyers, we are truly international in our outlook. We work for some of the biggest and best-known global brands, on some of the most interesting and challenging legal matters around.

We win many awards and accolades here in Australia and across the world. But we continue to remain grounded, friendly, collegiate and collaborative – here and across all borders. We call this our "One Firm Culture".

Clients value our positive personal chemistry and the creative perspectives we bring to solving their problems.

We greatly value innovation and creativity: diverse viewpoints, backgrounds and life experience are very welcome here.

## Can you see yourself with us?





*A **summer clerkship** with Bird & Bird is much more than just work experience. It's an opportunity to **discover your potential** and **kick-start your career** in law, taking you straight to the heart of a global law firm. With **access to senior people** across the firm, including partners and management, you'll have a chance to **live and breathe the brand**, experiencing our business from the inside.*

*You will also see first-hand the **impact of client relationships** and how we **work seamlessly between 30 offices across Asia-Pacific, Europe, the Middle East and North America**. Immerse yourself in the **friendly and vibrant culture** that makes Bird & Bird, and our people, unique.*

# Curious to learn more?

*We answer some questions we're often asked by prospective summer clerks.*

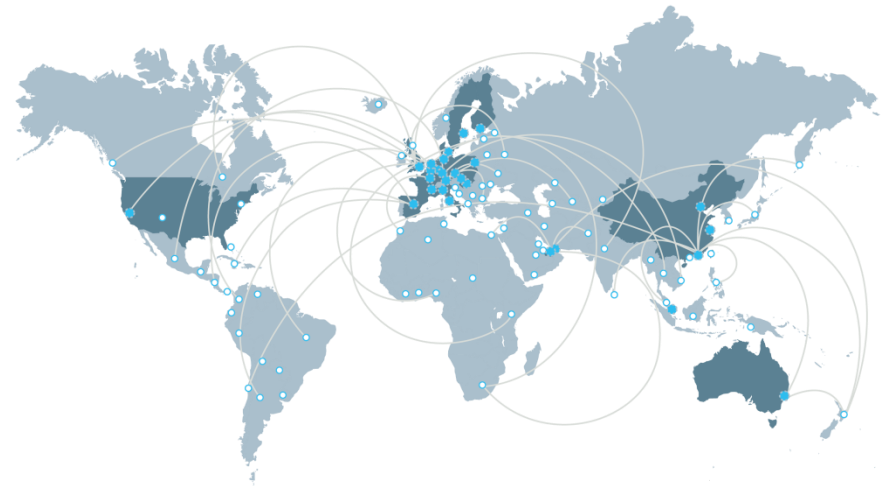
## *“Where does Bird & Bird have offices?”*

In Australia, our office is in the heart of Sydney's legal and financial district. But we have many offices in other locations too – a total of 29 global offices at last count.

**Europe:** Amsterdam, Bratislava, Brussels, Budapest, Copenhagen, Düsseldorf, Frankfurt, The Hague, Hamburg, Helsinki, London, Luxembourg, Lyon, Madrid, Milan, Munich, Paris, Prague, Rome, Stockholm and Warsaw.

**Middle East & Asia-Pacific:** Abu Dhabi, Beijing, Dubai, Hong Kong, Shanghai, Singapore and Sydney.

**North America:** San Francisco.



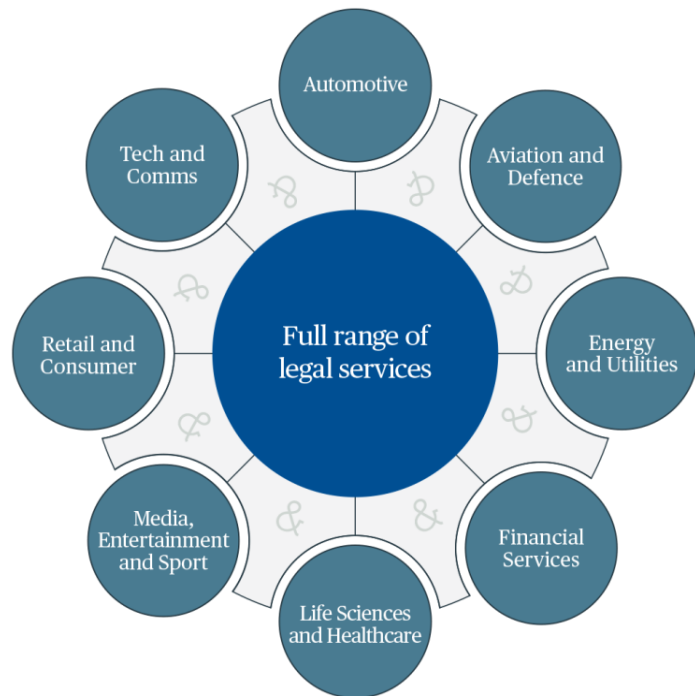
## *“What are your practice areas?”*

In Australia, our lawyers work in Commercial, Competition & Consumer, Corporate, Dispute Resolution, Employment, Finance, Intellectual Property, Projects & Infrastructure and Real Estate.

But we have principally organised ourselves into industry sector groups for over 20 years – so a lot of our work is done by cross-practice groups.

## *“What are Bird & Bird's core sectors?”*

We work with clients in a number of exciting sectors, all at the cutting edge of the global new economy.



## *“What does this practice/sector specialisation mean for Bird & Bird's lawyers?”*

Our lawyers work in a practice group covering a particular legal discipline/specialisation **and** typically focus on at least one sector group, gaining depth of expertise as a specialist lawyer with strong, practical, industry knowledge.

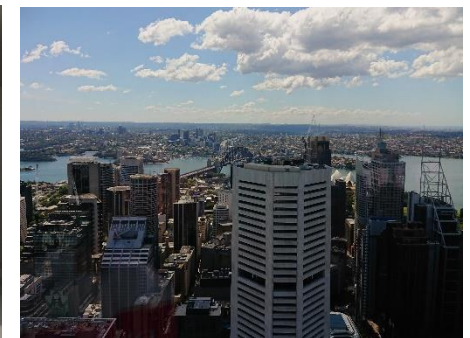
We think it's the best of all worlds.

## *“How long has Bird & Bird been in Australia?”*

We have been in Australia for over 6 years but our office here traces its origins back 90 years; Bird & Bird having merged with one of Australia's leading new economy law firms. So we are very much an established presence here, with a rapidly expanding office in Sydney.

## *“How big is Bird & Bird in Australia?”*

We have grown significantly over the past 6 years, and we now have around 100 people in our Sydney office. We have carefully planned strategic growth for the years to come.



## “What’s your culture like?”

Despite our recent, rapid growth, we retain our friendly, warm and inclusive culture for which we are renowned in the Sydney legal market and globally.

Our people participate in a range of activities in the office or with groups of colleagues from the office. Whether you're into yoga, netball or touch football, or you're enthusiastic about ocean swimming or playing in an orchestra, all of those and more are on offer to you here at Bird & Bird.

We're also actively involved in pro bono work and charity fund raising.

We have full office gatherings on a very regular basis, with delicious catering provided, so you can mingle with everyone from the office and hear about the latest happenings.

Keen to set up something new if you come to join us? We welcome new ideas too! Our culture is one of “can do” attitudes, collaboration and creativity.



Our Diversity and Inclusion Committee regularly organises celebrations and fundraising.



Our touch football team did the office proud



(Photo: Shaun Bailey)

Thomas Jones (Partner) is the founder and conductor of Sydney Lawyers Orchestra, pictured above, in concert





## “Who do you work for?”

Our clients in Australia include many global household names – media organisations, pharmaceutical companies, major technology multinationals, international investors, travel businesses, sports bodies, satellite companies, government entities and regulators, to list just a few.

A significant portion of our work is international in nature. In fact, last year our Australian office advised clients from over 30 countries. We regularly work with our international colleagues across the other 29 offices outside Australia on exciting and complex cross-border matters.

## “What do your clients think about you?”

We genuinely enjoy working with our clients. We want to foster lasting professional relationships. As a firm, we regularly participate in an independent client satisfaction survey as part of our deep commitment to client care. We undertook an independently researched client survey in late 2020.



*81% of clients surveyed would recommend working with Bird & Bird Australia to a peer.*

This is well over the 47% average for other competitor firms here in Australia.

Clients particularly rated our **personal chemistry, professionalism, commerciality, market understanding** and the **understanding of client culture** most highly.

## “What other awards and accolades have you won?”

In **Australia**, by way of recent examples, our team has won:

- Winner of the *Australasian Lawyer* **Employer of Choice 2019 and 2020**
- Winner of the *Australasian Lawyer* **Innovative Firms 2020**
- *Australasian Law Awards* for **IP Firm of the Year** in **2017** and **2018**
- *Legal Media Group's Asia Women in Business Law Awards, Australia* in **2018, 2016 and 2015**; and
- *Asia IP's Copyright Firm of the Year, Australia, 2017*

We also were **finalists** in a range of recent awards:

- *Australasian Law Awards* - Finalist: **Law Firm of the Year** (1-100 Lawyers)
- *Australasian Law Awards*- Finalist: **Excellence in Technology and Innovation 2020**
- *Australasian Law Awards*- Finalist: **Excellence in Employee Health and Wellbeing 2020**



Many of our Australian teams and individuals are ranked in legal directories and peer lists such as *Chambers Asia Pacific*, *Legal 500*, *Best Lawyers*, *Doyle's Guide*, *World Trademark Review 1000*, *Media Law International* and many others.



## *“Do associates travel internationally for work?”*

Yes. If you complete your clerkship successfully with us and stay on as a qualified associate, you should expect global travel to be part of your role at some point within the first few years of working with us.

In 2019, many of our associates from Asia Pacific – including a number who have come through our summer clerkship program in earlier years - travelled to Thailand for Bird & Bird's Asia Pacific Associates' Retreat.

Opportunities also arise for junior lawyers to participate in secondments to other offices and/or to clients.

Associates also attend international sector and practice area retreats, which bring together large numbers of our lawyers to meet face to face, to discuss legal developments, and ways in which we can work even more effectively with our clients.

Your summer clerkship can therefore be just the beginning of an exciting career with a truly integrated, international law firm. Cross-border collaboration is in our DNA!



## *“What is your office like?”*

We moved into brand new offices in the MLC Centre in Martin Place in late 2019. Our new "home" has an open, modern and warm feel, with better connectedness: we're now across two floors, rather than several; and have great communications technology options in all our meeting rooms. Our combined kitchen/library is generally abuzz with activity – whether coffees, lunches, morning teas, events or informal chats. We hope you will apply for a summer clerkship and come to visit us.



# What is it *really* like at Bird & Bird?

*Our recent summer clerks tell you in their own words.*

 *Madelaine Morgan, Summer Clerk, 2020/21*

“It’s really nice and sometimes rare to work in an environment where people are so supportive of one another”.

 *Madeleine Gandhi, Summer Clerk, 2020/21*

“The most memorable experiences during my second rotation involve a major media client who was involved in a legislative reform process.”

 *Chris Conrad, Summer Clerk, 2019/20*

“My most memorable experience is writing a piece of advice that was subsequently sent to the client. This was a big confidence booster. There was also some extremely interesting work I was lucky to work on, such as an asset-freezing injunction. I also scored two goals in netball at the Clerk Sports Competition which was memorable as it was my first time playing netball.”

 *Meggie Zhang, Summer Clerk, 2019/20*

“I am most impressed by the welcoming culture at the firm. Every single person – regardless of whether they’re a junior associate, senior associate, of counsel, partner, or from HR, reception, accounts or office services – is genuinely friendly and I really get to know each of their unique personalities”

 *Dylan McGirr, Summer Clerk, 2020/21*

“I was given the opportunity to, among other things, attend client meetings/discussions, complete meaningful work that was then provided to the client, work closely with partners, senior associates, and associates, and work on really interesting matters.”

 *Tom Green, Summer Clerk, 2020/21*

“I was surprised by who I was working with. A lot of the time during my clerkship I was working directly with the Partner that leads the Practice Group.”







 *Patrick Cordwell, Summer Clerk, 2018/19*

“One of the highlights of my clerkship was taking part in a conference call in which the regulatory team advised the legal team of a large global technology company on the impact of Australia’s new telecommunications assistance and access legislation.”

 *Rohit Dighe, Summer Clerk, 2018/19*

“For me, the most valuable aspect of the Summer Clerkship at Bird & Bird was doing meaningful work for high-profile clients which are global leaders in the technology space.”

 *Madeleine Clift, Summer Clerk, 2019/20*

“I was invited to a mediation during my IP rotation. The associate lawyer working on the matter took the time to walk me through details behind our legal position, she also took the time to check in and see what I thought after the mediation and discuss what the next steps might be, so all in all it was a really valuable experience.”

 *Joel DiQual, Summer Clerk, 2018/19*

“The most memorable experience from my clerkship was when Shane Barber, the Managing Partner of Bird & Bird’s Sydney office, spent an hour with the clerks, giving us a personalised seminar on legal drafting. This was an immensely useful experience and it highlighted to me Bird & Bird’s investment in the development of its clerks.”

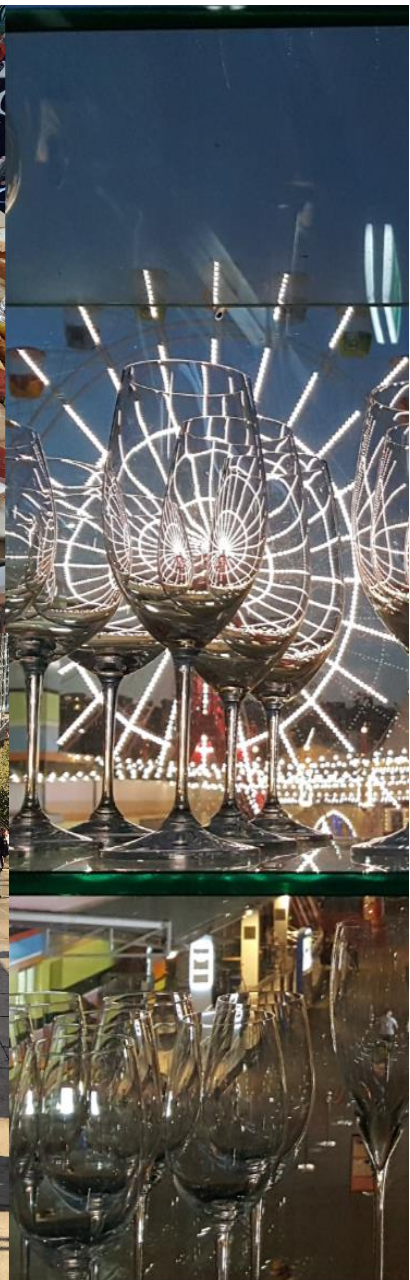
 *Lukas Mitterlechner, Summer Clerk, 2019/20*

“Being part of Bird & Bird’s growth is also exciting as we are backed by the large global firm with opportunities for increased cross-jurisdictional work from other offices.”

 *Katrina Dang, Summer Clerk, 2017/18*

“My summer clerkship at Bird & Bird has given me invaluable experiences working on interesting and challenging cases with top tier clients. I was able to challenge my thinking and was guided and mentored by supportive peers and partners.”







# Summer clerk application process



## First things first...

**Are you a law student in your penultimate year of legal studies? If yes, that's great! You are eligible to apply.**

Our summer clerkship process forms part of the Law Society of NSW summer clerkship programme – so we need to keep to the rules set by the Law Society.

## Who you are

Every summer clerk, graduate or lawyer we select has the potential to be both a leader of our global firm and a recognised leader in their chosen field of law.

If you have demonstrated academic excellence, combined with great “people skills”, enthusiasm, leadership and agility in problem solving, you will flourish with us.

Our lawyers have broad-ranging interests, from music to the martial arts. Most of our people have served in community roles, excelled in artistic endeavours or pursued a sporting interest. Whatever your interest or passion may be, it demonstrates to us that you have the initiative to create for yourself a successful, exciting and sustainable career in the law.

## Working with us

Although we are a tech-focused firm, we still prefer human interaction when it comes to selecting our people. We read every application that is sent to us, often several times over, just to ensure we are thoroughly assessing the potential of every applicant.

Summer clerks usually undertake rotations in two of our practice groups in the Sydney office, with each rotation lasting 4 weeks. You are likely to get exposure to most of our other practice groups by attending meetings and events during your time with us. All of our summer clerks enjoy a paid break over the Christmas and New Year period.

As a valued member of a specialist team, you will be involved in real legal work which adds value to our clients and which will create an invaluable experience for you.

You will be supported by a lawyer buddy (someone who has been through the summer clerk process themselves) and a senior mentor throughout each of your rotations to ensure you get the most out of your time with us.



## How to apply

The summer clerk application process for our Sydney office is co-ordinated by the Law Society of NSW. Please check dates via the Law Society's website:

[www.lawsociety.com.au](http://www.lawsociety.com.au)

Once the formal process opens, you can apply by sending a **detailed cover letter, curriculum vitae and academic transcript** to

[sydsummerclerks@twobirds.com](mailto:sydsummerclerks@twobirds.com)

- *If current semester transcripts have not been released by your university by the due date, please submit transcripts as soon as possible to the above email address.*

## Indicative dates for clerkships

The approximate timings are set out below but **please check with the Law Society for specific dates.**

Early-mid June	Applications for summer clerkships open.
Early-mid July	Applications for summer clerkships close
August & September	Interviews
Mid-late September	Offers for summer clerkships may be made.
Mid-late September	Offers for summer clerkships must be accepted or declined by 5.00pm (usually two or three days after offers have been made)



# Top tips for aspiring summer clerks

*Need handy hints on making an excellent application to Bird & Bird?*

- 1 Start your application early! Save and re-read your answers before submitting. Try to avoid the 4.59pm email on the last day of applications to remove the stress of an unforeseen IT issue. Early applications show you are keen and organised.
- 2 Be clear and concise in your cover letter. Link your unique achievements and interests back to the firm information you have gleaned from our website, social media or other interactions with us.
- 3 Do your research. If you genuinely want to work at Bird & Bird, this will shine through. Don't be caught out by generalising or, even worse, having the wrong firm name in your application. Yes, it really happens.
- 4 Make sure you are aware of our firm's areas of expertise and what differentiates Bird & Bird from our competitors. We value our point of difference. Show us that you are familiar with our strengths and that you mirror our enthusiasm for technology and the digital world.



## **We really are human!**

We carefully read every application ourselves, often several times. Your application is not filtered out by an algorithm. We value the time and effort you spend on your application.

- 5 Maximise the opportunity to demonstrate your legal knowledge and commercial awareness in your communications with us. We don't expect you to be legal experts, but the ability to call on your prior experience and apply that to a different situation is a skill that you will need to develop as a lawyer, so start early.
- 6 Don't be put off if you do not have legal experience. All experience is valuable, so focus on the skills you have learnt and how these apply to the role of a clerk or future lawyer.
- 7 Let your personality shine through (keeping it professional). Firms want to know what makes you tick, your likes and your passions, as well as learning about your skills.
- 8 Ask a family member or friend to proof-read your application before submitting it. Sometimes, a fresh set of eyes helps to spot any spelling or grammar mistakes.
- 9 Always keep a copy of your application, so that you are able to refer to it prior to your interviews.
- 10 If you don't get through the process with the firm of your choice, don't be disheartened. Focus on looking for the next opportunity. They really do come up all the time!

*We look forward to receiving your summer clerkship application and wish you all the best for your legal studies!*









Learning from the best & international  
opportunities & innovative thinking &  
more than just the law & clients to  
inspire you & fulfilling your potential &  
that's a summer clerkship with **Bird & Bird**

# Contacts

## Australia – Summer Clerkships

All enquiries to [sydsummerclerks@twobirds.com](mailto:sydsummerclerks@twobirds.com) or telephone 02 9226 9888.

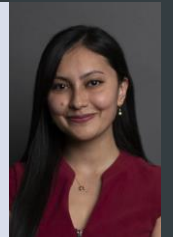
Rich Hawkins  
Summer Clerkship Partner



Claire Arnold  
HR Manager



Narcissus Dhungana  
HR Officer



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