



IN-HOUSE LEGAL CLERKSHIP PROGRAM

ACC CAREERS CENTRE ADS – HOW TO GUIDE FOR LAW STUDENTS

Thanks for your interest in our in-house clerkship program.

In order to apply for a clerkship, follow these steps before the due date referred to on the ACC website. You can apply for more than one clerkship position but just remember to submit separate and tailored applications for each one. Best of luck!

1. Search for “clerkship” and click apply now for the organisation/s you wish to apply for as per the below:

The screenshot shows the ACC Career Centre website interface. At the top, there are logos for ACC Association of Corporate Counsel AUSTRALIA and THE CAREER CENTRE. Below the logos are navigation links: EMPLOYERS, JOB SEEKERS, ACC AUSTRALIA, and SIGN-IN OR CREATE ACCOUNT. The main content area features a search bar with the text "Career Centre - ACC Australia" and a search button. Below the search bar, there are filters for "Keyword or Job Title" and "All Locations". The job listing for "Clerkship" is displayed, including a description, requirements, and job information.

ACC Association of Corporate Counsel
AUSTRALIA
By in-house counsel | For in-house counsel

THE CAREER CENTRE

EMPLOYERS JOB SEEKERS ACC AUSTRALIA SIGN-IN OR CREATE ACCOUNT

Career Centre - ACC Australia Keyword or Job Title All Locations 🔍

Career Center Home > Search Jobs > Clerkship

Clerkship Test
Clerkship

[Apply Now](#) 🖨️ Print 💾 Save ➦ Share

Description
An opportunity to become a summer clerk

Requirements

- 3rd year law student at XXX university
- available to work full time from XXX to XXX
- efficient in Word, Excel and Powerpoint

Job Information
Location:
melbourne, Victoria (VIC), 3000

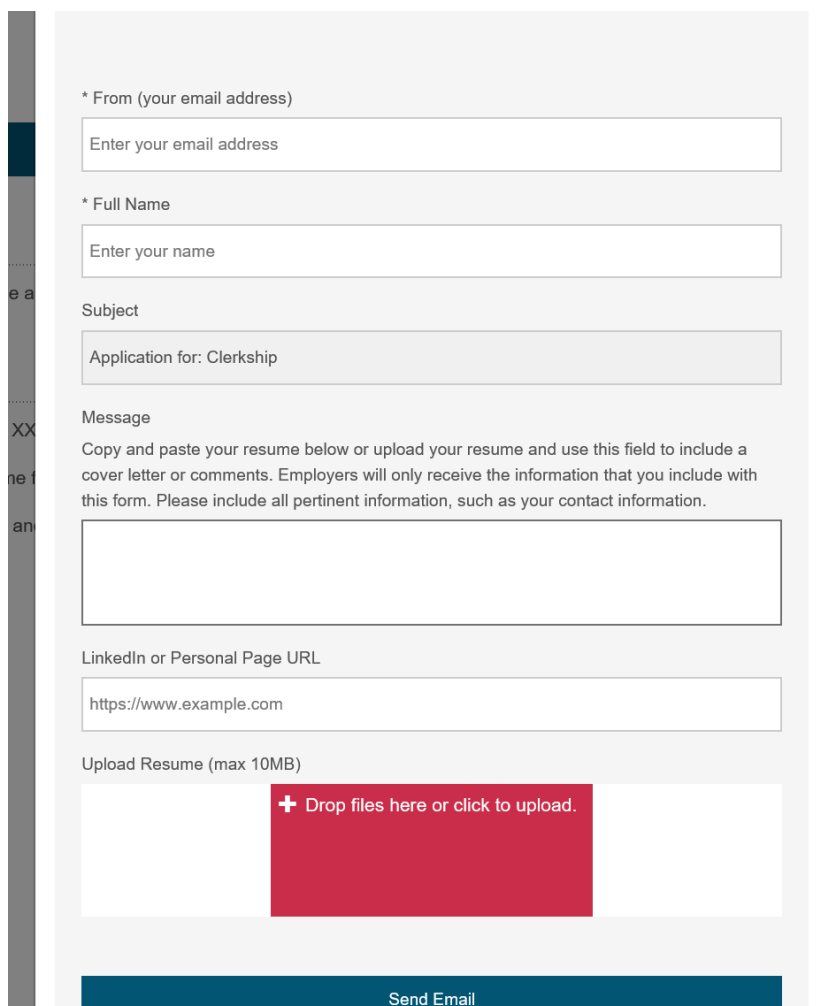
Job ID:
51602577

Posted:
November 6, 2019

Position Title:
Clerkship

Company Name:

2. Complete the details as shown below and follow all relevant prompts. Make sure to upload your cover letter, resume, official transcript and other relevant document/s (maximum of 4 uploaded documents are allowed). **Make sure that you address all of the criteria and requirements in the in-house legal team's advertisement.**



* From (your email address)

* Full Name

Subject

Message

Copy and paste your resume below or upload your resume and use this field to include a cover letter or comments. Employers will only receive the information that you include with this form. Please include all pertinent information, such as your contact information.

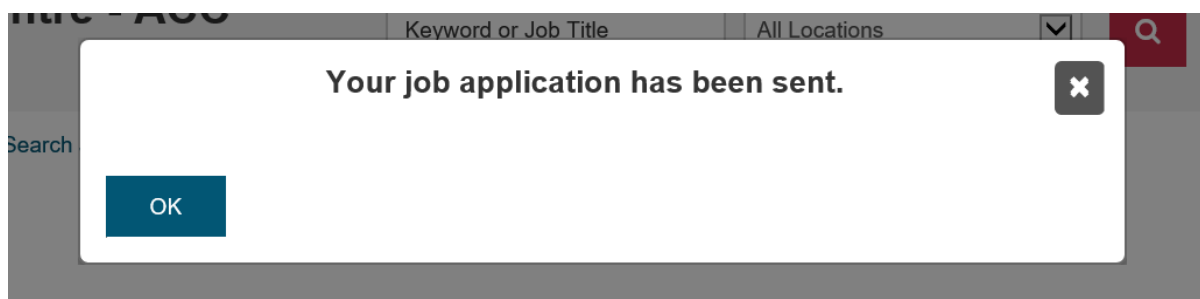
LinkedIn or Personal Page URL

Upload Resume (max 10MB)

+ Drop files here or click to upload.

[Send Email](#)

3. Once you complete the details above you will receive the below:



4. If you are shortlisted for interview, you will be contacted directly by Jessie Porteus from The Learned Crew, or directly by the legal team/s (so make sure you answer your phone and emails).

Any questions, please contact hello@thelearnedcrew.com or 0423494735.