



Graduate and Clerkship Program.

2020 - 2021

MCINNES WILSON LAWYERS

What it's like to work for McInnes Wilson Lawyers

McInnes Wilson Lawyers is an award winning national law firm with a wealth of experience in a broad range of specialised legal services representing local, national and international clients. The firm believes its people are an essential part of the firm's continued success and growth and that by creating diverse and stimulating teams, every employee is encouraged to take initiative and be proactive in achieving excellence.

The Culture of McInnes Wilson Lawyers

McInnes Wilson Lawyers is characterised by a culture which encourages every employee to actively be a part of a learning organisation. The firm encourages employees to achieve high performance, personal and professional accountability and collaboration both within and outside of the firm. The firm fosters a culture that produces results, promotes innovative thinking, encourages and rewards loyalty and above all else, makes McInnes Wilson Lawyers a great place to work.

This progressive focus on developing and supporting its workforce attributed to the firm being recognised as a winner for Employer of Choice in The Australian Business Awards.

“*The firm has a culture that is fiercely supportive, loyal and that absolutely fosters and promotes professional development. It is not a firm where you will never speak to a senior associate or partner. It is a culture that reflects teamwork, loyalty and hard work.*”
Emily Billiau, Principal

Development

McInnes Wilson Lawyers believes its people are their greatest asset, and empower every employee to continuously grow and develop through:

- A formal mentoring program.
- Challenging and diverse work assignment.
- Fortnightly Continuing Legal Education seminars.
- Lower billable hours allowing you with more time to commit to your personal and professional development.

Challenging Work

McInnes Wilson Lawyers employees are involved in a wide variety of challenging work for a range of corporate and multinational companies, as well as government and regulatory organisations including: Australian Taxation Office, QBE, WorkCover, Allianz, Commonwealth Bank of Australia and Gold Coast City Council.

McInnes Wilson Lawyers has been cited extensively in the Doyle's Guide, with many of the firm's lawyers and teams recognised as experts in their areas of practice.

THE FIRM'S CULTURE

Social. Supportive.
Inclusive. Engaging.
Innovative. Results
Driven.

SOME OF THE INDUSTRY ASSOCIATIONS

- Property Law Council of Australia
- Australian Insurance Law Association
- Queensland Environmental Law Association
- Taxation Institute of Australia

Diversity & Inclusion

Diversity is a key attribute at McInnes Wilson Lawyers, creating an inclusive and supportive culture which focuses on the skills, abilities and experiences of its people, irrespective of their backgrounds.

The diversity of our people helps to create an open-minded environment where people are encouraged to share their perspective and challenge existing ways of thinking. This allows the firm to provide creative and innovative solutions for their clients.

Involvement with Industry

McInnes Wilson Lawyers has a wealth of proven experience and prominent industry contacts in all of the firm's areas of expertise. The firm remains well versed in the latest developments in the market place as our people belong to a wide range of industry groups and associations.

Our Perks

It's the little things can make a big difference. At McInnes Wilson Lawyers, a range of perks are offered to support its people both personally and professionally.

Celebrations

- Annual clerk and graduate dinners with senior professional staff.
- Christmas and end of financial year events.
- Monthly breakfasts and Friday afternoon drinks.
- Quarterly award morning teas (client service excellence, length of service and team of the quarter).

Social Club

In addition to the firm's regular celebrations, McInnes Wilson Lawyers have an active social club which hosts quarterly events. It's a great way to meet others on a more social level. The annual trivia night is not to be missed!

Health & Wellbeing Program

The firm's Live Well Program aims to promote the health and wellness of our employees by fostering a safe, healthy and enjoyable workplace. The Live Well Program features a variety of initiatives including:

- Wellness initiatives such as flu shots, staff massages, personal training and yoga.
- Health and wellbeing seminars such as nutrition consultations and mental health awareness.
- Pride and Diversity Initiatives.
- Access to an Employee Assistance Program (Law Care).
- Subsidised sporting events such as Bridge to Brisbane, Corporate Games and MW Recruitment Swimming Carnival.



About the McInnes Wilson Lawyers clerkship program

“What stands out has been the approachability of senior solicitors, and their interest in my professional development.”

Xavier Devlin, Solicitor

McInnes Wilson Lawyers Clerkship Program is different

McInnes Wilson Lawyers offer ongoing casual employment to their law clerks, allowing participants the opportunity to gain experience in the day to day operations of a law firm whilst practically applying the skills and knowledge gained through their university studies. This program is different in that it:

- Is accessible to penultimate year law students (2nd last year of their degree);
- Provides an opportunity for on-the-job training and mentoring whilst studying; and
- Allows law clerks to be placed into a team and work with that team until they graduate.

Participants of the Clerkship Program are strongly encouraged to apply for the Graduate Program upon the successful completion of their degree, provided they have successfully met the minimum requirements for entry into the Graduate Program.

Xavier Devlin commenced the firm's Graduate Program in January 2019.

When did you start with the firm?

I commenced my employment as a law clerk in the insurance litigation team in November 2016.

What do you like most about working at the firm?

What stands out to me has been the approachability of senior solicitors at the firm, and the interest they have taken in my professional development. Despite a law firm being a fast paced environment, I have always appreciated that colleagues have no issues in answering my queries and extending my learning. This is strengthened by the firm's mentoring program, which allows young solicitors to select a senior practitioner as their focal point for career progression discussions.

How would you describe the firm's culture?

The firm has a wonderful social culture. There are a series of events held by the firm throughout the year, during which we are encouraged to interact outside of professional commitments. These events can include staff parties, charity fundraisers, sporting carnivals and even our own MCW Kitchen Rules competition. This allows for more personal relationships, in turn creating a productive and enjoyable professional environment.

How did you find the Clerkship Program?

I found the program both rewarding and challenging. I worked closely and engaged with a variety of legal professionals, including firm solicitors, opposing solicitors and barristers. This allowed me to develop an understanding on how the legal profession operates and enhanced my ability as a professional. I became comfortable with drafting court documents; assisting in advising clients; interacting with clients and witnesses; summarising and analysing medical evidence; legal research; and liaising with other practitioners. This has provided me with a strong foundation as I embark on my legal career. Whilst this professional development was the focus of the program, the firm's culture allowed for a well-rounded experience personally and professionally.

What work have you been able to assist with?

I have assisted with a variety of work from different stages of the litigation process. This included assessment and drafting of initial client advices, to the co-ordination and preparation of witnesses, material and barristers for trial. The firm affords significant responsibility and autonomy to law clerks. This has played an imperative role in allowing me to develop professional skills that will serve me throughout my legal career.

Would you recommend the Clerkship Program to current students?

I would absolutely recommend the McInnes Wilson Clerkship program to current students. The program provides clerks with the unique opportunity of being heavily involved in meaningful tasks. Clerks are treated professionally, with a large focus on client interaction and career progression. Importantly, there is no shortage in regards to guidance and assistance, despite the competitive nature of the legal industry.

What advice would you give to other law students undertaking a clerkship?

My advice would be to get involved in as many aspects of the firm, and embrace the tasks assigned to you, no matter how challenging. It is remarkable how quickly you gain confidence in your abilities and developing your professional network. Furthermore, I would recommend making a concerted effort in your own professional development, by taking on board professional advice so willingly provided by other practitioners.

About the McInnes Wilson Lawyers graduate program

Supervised Workplace Traineeship

McInnes Wilson Lawyers' Graduate Program is different as it allows graduates to participate in a 12 month traineeship in the January intake. Participants of the program have the opportunity to work directly with expert legal practitioners and experience a wide variety of challenging legal work, working directly with clients on real legal matters across a variety of practice areas.

The firm believes that offering graduates on-the-job training through the traineeship provides them with the legal knowledge, professional skills, firm knowledge and the practical work experience needed to become a successful lawyer with the firm.

What you will experience

Similar to your university degree, the supervised workplace traineeship is made up of core units and elective units. Outlined below is each of the units that need to be completed to be admitted to the legal profession.

The traineeship will see you work closely with senior legal practitioners to develop your knowledge and skills in each of these areas.

Compulsory Practice Area Units

- Civil Litigation Practice
- Commercial and Corporate Law Practice
- Property Practice

Compulsory Skills Units

- Lawyers Skills

Compulsory Values Unit

- Ethics and Professional Responsibility (to be completed through the College of Law)

Elective Units (choose 2)

- Administrative Law
- Banking and Finance (offered through the College of Law)
- Consumer Law (offered through the College of Law)
- Criminal Law (offered through the College of Law)
- Employment and Industrial Law
- Family Law
- Planning and Environmental Law
- Wills and Estates

Natalie Jones is a Solicitor in the Plaintiff division. She participated in the Supervised Workplace Traineeship and was admitted in April 2018.

What do you like most about working at the firm?

That I started as a clerk, graduate and now admitted solicitor and during that time I have grown personally and professionally with the firm. I feel more valued as an employee because I have learnt the ropes here. This makes me want to stay with the firm for the long term.

What do you believe makes McInnes Wilson Lawyers different?

We are a full service firm and offer a range of services, and in doing so, we are able to refer clients to other practice areas if they need legal help with an issue outside our realm.

How would you describe the culture at McInnes Wilson Lawyers?

Unique to say the least. I think we are an incredibly hard working firm. People in my team go above and beyond to assist clients and achieve great outcomes, which inspires me and I continue to learn from. The firm has a variety of teams, led by people who have years, some decades, worth of experience here. There is definitely a culture of learning and fostering development from senior to junior staff.

As a graduate you participated in the firm's mentoring program, how has this assisted in your development?

I have participated in the firm's mentoring program for two years. This program brings a senior practitioner with a grad/junior solicitor and offers one on one sessions over a periodic basis. It has been a time to share my experiences with a senior practitioner who doesn't have direct supervision of me but is able to give practical tips and guidance on a broad range of issues. The firm's

mentoring program has also been great to foster long lasting relationships with practitioners in different areas of law.

What was the highlight of the traineeship?

Meeting the many professionals and support staff from across the firm and making professional connections.

What was the most challenging aspect?

Juggling the traineeship with full time work isn't easy and working in areas that are unfamiliar. Sticking to relevant time frames to complete tasks is also a challenge, but you get it done with the support of your team, and past trainees who have been there before.

How has the firm supported your personal and professional development?

In my first year of being admitted, I was given a case load to run which has been a great experience and I feel many of my peers in other firms would not have at such an early stage in their professional careers. Personally, I feel the firm has bestowed a lot of trust and faith in me to get the work done and with that I am a motivated and confident junior practitioner.

Would you recommend the Traineeship to other graduates?

Yes. McInnes Wilson Lawyers are one of only 3 law firms in Brisbane to offer the traineeship, which is special. The traineeship's mode of learning is one-on-one and in different teams, as opposed to online coursework. Making connections in other teams and working on collective matters is something which makes McInnes Wilson graduates stand out.



“The firm has bestowed a lot of trust and faith in me to get the work done and with that I am a motivated and confident junior practitioner”

Natalie Jones, Solicitor

Personal and professional development

During your traineeship you will have access to a number of personal and professional development activities. These include:

1. Mentoring Program;
2. Professional networking events through the Networx program;
3. Practice area team training (weekly and monthly); and
4. Fortnightly internal Continuing Legal Education (CLE) Program.

Mentor Program

McInnes Wilson Lawyers Mentoring Program provides participants with an ongoing source of career guidance and professional support. It is designed to encourage personal and professional growth through the provision of knowledge, experience, support and guidance. Having a mentor will assist you to:

- Build your confidence.
- Set and achieve personal and career goals.
- Learn about other practice areas.
- Learn from others experiences.

The Mentors participating in the program range from solicitors to senior associates through to principals. Mentors and mentees are re-assigned each 12 months to allow you to build a wide range of networks and relationships across the firm.

MENTOR PROFILE | Kate Whalan, Principal

Why do you participate as a mentor in the firm's mentoring program?

It all starts with passion. I love what I do and I'm grateful for the coaching and mentoring I have received from inspirational leaders throughout my career. My mentors have challenged me, encouraged me and genuinely cared about my professional and personal well-being. I thoroughly enjoy giving back.

What can participants of the mentoring program expect with you as their mentor?

A friend. An ally. A champion of your abilities. A good listener. A sounding board. A genuine, authentic voice of reason.

Why do you believe mentoring is important?

It is an investment in your future.

What do you believe makes McInnes Wilson Lawyers different from other firms?

The firms' people and culture. It's the intangible things that make the difference – the happy vibe in the office, the buzz in the common room and the banter between workgroups.



Networkx

The young professionals Networkx networking events are held on a monthly basis with the focus on developing networking skills of junior professional staff. This is organised with major accounting firms. The Networkx events form part of the firm's business development initiatives to build and strengthen relationships with other professional services firms at both senior and trainee levels.

Participating accounting firms include: BDO, Bentleys, and Pilot Partners.

Pro Bono Work

McInnes Wilson Lawyers graduates have the opportunity to accompany experienced lawyers to a number of organisations such as LawRight, to assist in offering pro bono legal advice to organisations and individuals who would not otherwise be able to afford premier legal assistance. Pro bono work exposes you to a variety of legal work and people from all walks of life, allowing you to develop your technical and client service skills.

Continuing Legal Education (CLE) Program

McInnes Wilson Lawyers fortnightly CLE Program features a variety of topics on personal development, professional development and legal issues facilitated by internal and external presenters. Highlights of our recent programs include; presentation skills, mock applications, business development tips, incorporating pro-bono work into your legal practice, making court applications, employment law, building client relationships and tips when using social media.

MENTEE PROFILE | Verity Smith, Solicitor

When did you start with the firm?

I started with the firm as a law clerk in 2015 while I was still studying.

What do you like most about working at the firm?

I really like the firm's balanced and supportive work environment. I have a lot of independence with my work, while still being able to go to senior staff for guidance.

How did the clerkship and graduate program prepare you for life as a lawyer?

The clerkship and graduate program prepared me for life as a lawyer in that it was really practical and hands on. I was able to learn by 'doing', and was able to work on a variety of legal matters from day one. That meant that the transition from law clerk to law graduate to solicitor was seamless.

What has been your career highlight so far?

I get to experience highlights every day - being able to make a positive difference for my clients is really rewarding. Although, a notable highlight would have been helping a significantly injured client secure a multi-million dollar compensation settlement earlier this year.

How does the firm support your personal or professional development?

The firm encourages and provides opportunities for ongoing study, training, networking and professional development. The firm also endorses a healthy work-life-study balance with things like recreational events, health initiatives and study leave.



What makes McInnes Wilson Lawyers a different place to work?

“ I feel McInnes Wilson Lawyers has a culture driven by the success and cultivation of its staff, and aims to be the best it can be in providing legal and other services to its existing and prospective clients. If a junior lawyer demonstrates proficiency in an unexplored area within the firm (as I did with Electronic Law) they are encouraged and supported to pursue clients in those areas, and build their own practices. ”

Trenton Schreurs, Principal

“ The partnership provides a supportive environment for learning and development at all levels and staff genuinely feel they are a valuable part of their team where their ideas and opinions matter.

Clerks and law grads are given the opportunity to hit the ground running with file work from the time they commence their employment, which provides a solid platform to build their legal skills in preparation for life as a lawyer. ”

Roanne Mantino, Solicitor

“ McInnes Wilson sets itself apart from other law firms by the way it nurtures and really encourages young talent, with a particular emphasis on following through and encouraging a work-life balance. I'm very proud of what I've achieved in my professional career to date and can say, without hesitation, that can be largely attributed to the way I have been encouraged, mentored and supported by the firm's senior staff and had the chance to gain from their experience in a collaborative environment. ”

Jack Fairweather, Associate

“ I have worked at McInnes Wilson since I was in first year uni. The culture of the firm both in terms of client management and the way staff interact with each other and clients is truly unique. Employees receive a large amount of independence and the freedom to develop their career by being actively involved in client interactions from the very early stages of their career. ”

Mark Woolley, Principal

What McInnes Wilson Lawyers are looking for

“McInnes Wilson Lawyers are looking for bright and enthusiastic people to join our diverse client focused team of legal professionals. We want people who share our ethical values and our passion to work with our clients in order to deliver best outcomes, while working in a supportive firm with clear career progression paths and training opportunities. If you believe you hold these qualities and can be a proactive, contributing member of the MCW team, we encourage you to apply and join us.”

Elizabeth Rowe, Head of Human Resources

Graduate and Clerkship Program application criteria

Clerkship Program	Graduate Program
This program is open to penultimate year law students who are currently completing a law degree from an Australian university.	This program is open to final year law students who have completed a law degree from an Australian university.

To be eligible to apply for either program, participants must meet the following criteria:

- A Grade Point Average (GPA) of 5 +
- An Overall Position (OP) between 1 to 7
- A demonstrated record of full and/or part time work experience (legal and/or non-legal)
- Participation in a team sport and voluntary work (highly desirable)
- The right to work in Australia

What are the key recruitment dates?

The firm has two intake periods, January and July. The below timeframes apply for the opening and closing of applications as well as the making and accepting of offers for Graduate and Clerkship employment.

Please note these dates are slightly different to the Queensland Law Society Graduate Recruitment guidelines.

July intake 2020

Date	Activity
2 March 2020	Applications for graduate and clerk positions open
13 April 2020	Application for graduate and clerk positions close at 5.00pm
20 July 2020	First day

January intake 2021

Date	Activity
15 June 2020	Applications for graduate and clerk positions open
13 July 2020	Application for graduate and clerk positions close at 5.00pm
18 January 2021	First day

How do I apply?

To apply for McInnes Wilson Lawyers' Graduate Program, please visit the firm's website and complete the Graduate and Clerkship Application Form. Submit the completed application form with the following supporting documentation to recruitment@mcw.com.au recruitment@mcw.com.au

- Covering letter;
- Academic transcript; and
- OP results.



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