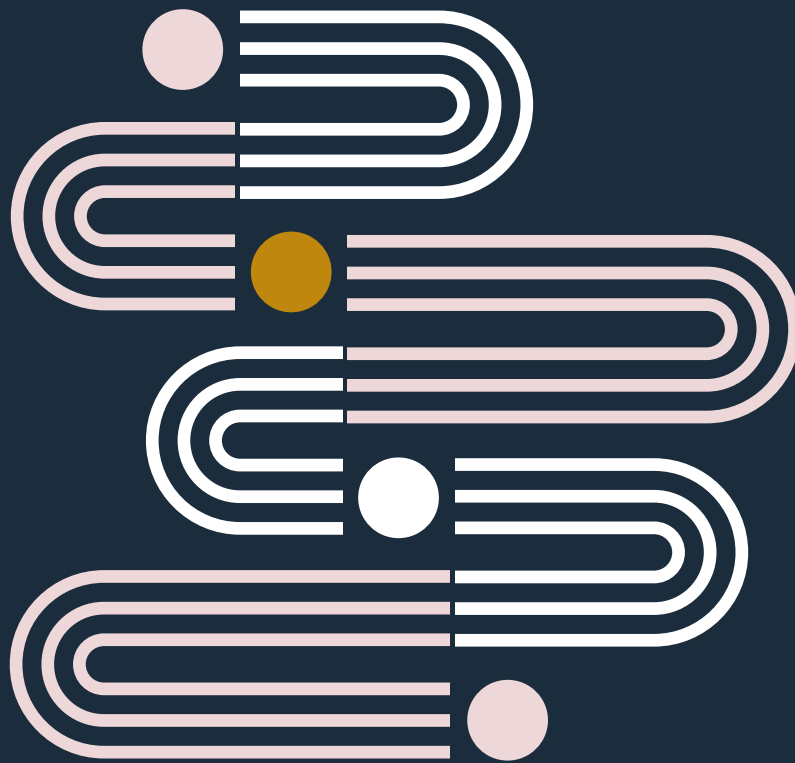


# Students and graduates guide.

---

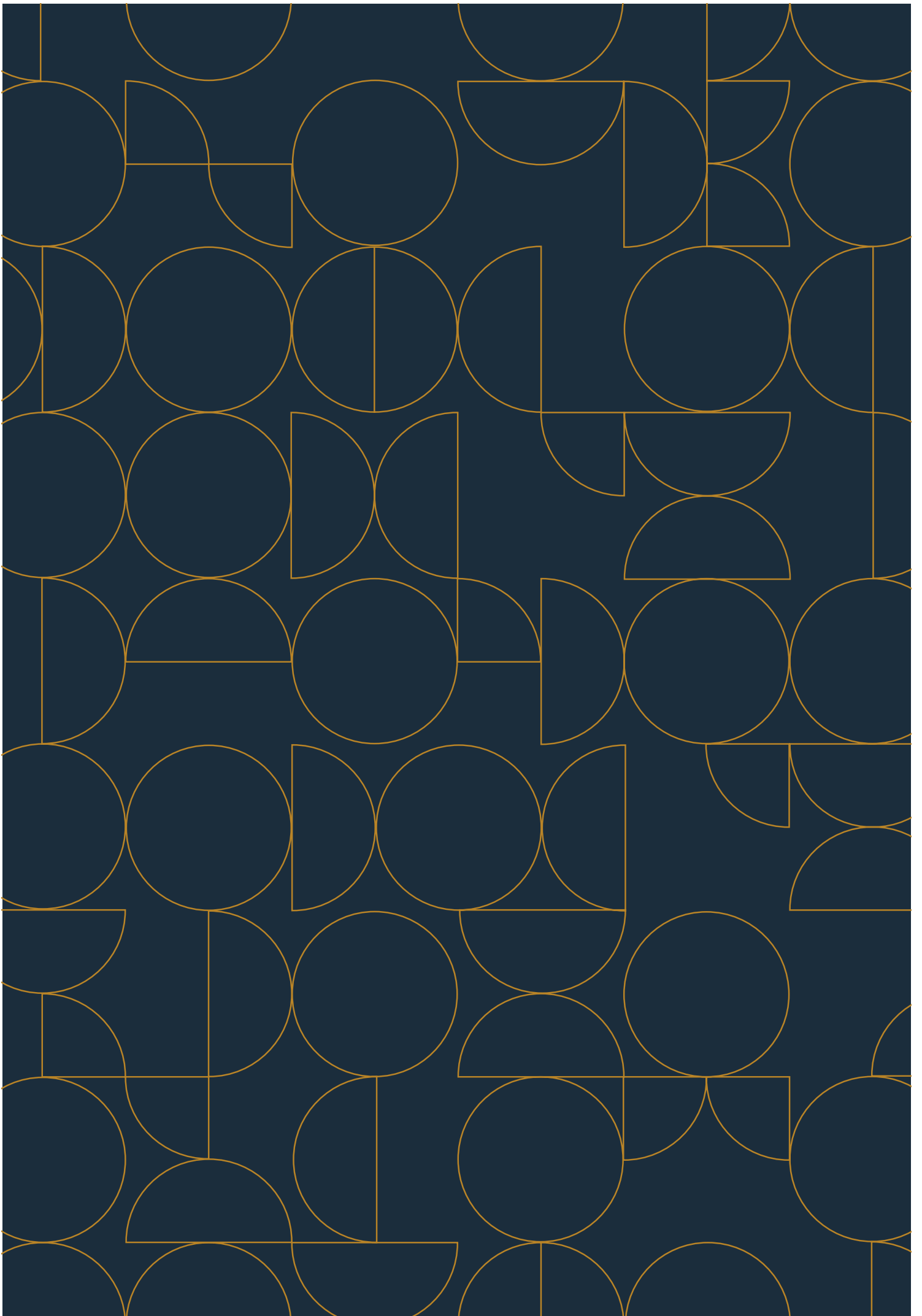


---

2025

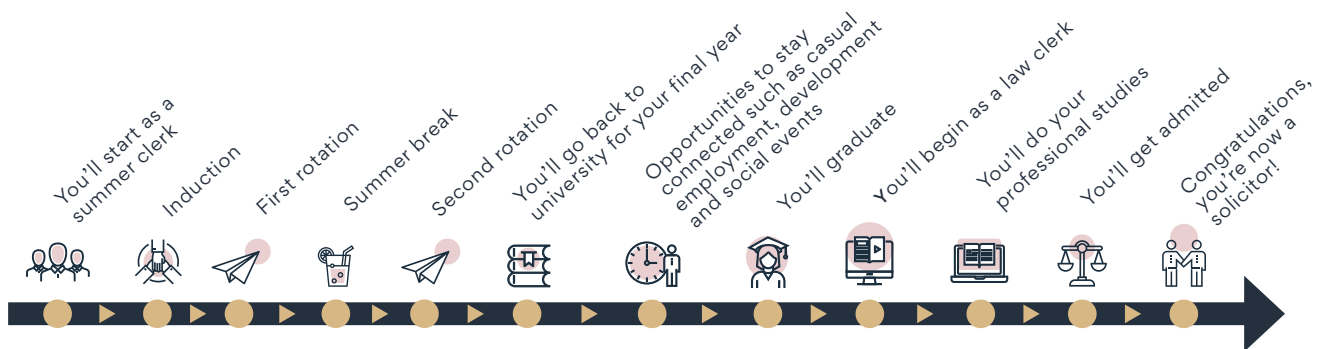
[buddlefindlay.com](http://buddlefindlay.com)

**BUDDLE  
FINDLAY**



## What is a summer clerk programme?

A summer clerk programme is an opportunity for law students to gain experience working in a law firm over the university summer break. Students typically apply for summer clerk opportunities in their penultimate year of study. Think of it as a legal version of an internship. We've mapped an example of what your journey may look like below.



## What areas of law could I work in?

As a summer clerk at Buddle Findlay, you'll have the opportunity to rotate through two teams to develop a broad understanding of a commercial law firm. Check out our website for full details of our [areas of expertise](#) and the possibilities available for you.



Check out our latest [insights](#) to see some of the recent work happening around the firm.

## When are you recruiting?

Our next round of recruitment will take place in March 2025. Applications for our Summer Clerk Programme open Tuesday 4 March 9.00am and close Monday 24 March 12.00pm.

## Where and when will interviews take place?

Our preference is for interviews to be held in person at our offices to ensure you have the best experience when meeting our team. If you're located outside of the office location you're applying to, we'll contact you to make travel arrangements for your interview. Interviews will occur in the week commencing 12 May.



## How do I get to know Buddle Findlay?

Our recruitment process has been designed to give you the opportunity to get to know us, and us to know you, and will allow you to build meaningful connections with our team. We want to interact and connect with you so we will be at your university career expos, hold employer presentations on campus, connect with clubs and associations and host open days to welcome you to our collaborative firm.

Another way to get to know us is by taking our [expression of interest quiz](#). This is a short and fun way to give you an idea of what's important to us. Your answers from this quiz won't be recorded but might help to determine if you'd like to apply to join our team. Make sure you share your details at the end of the quiz if you'd like to stay in touch.

[Take the quiz](#)

### The Buddle Findlay open day

Our open days are your chance to discover what life at a commercial law firm is really like and work out if Buddle Findlay is a good fit for you. At the open day, our team will share stories of their legal journeys and explain how our summer clerk programme works. You'll also hear from a panel of our solicitors who've recently been through the summer clerk and law clerk programme. After the panel discussion, you'll have the opportunity to ask questions and then chat with our wider team over an informal morning tea.

Open days will be held at each of our offices in Auckland, Christchurch and Wellington on Monday 10 March from 3.30pm to 5.00pm. Please feel free to attend the open day closest to you. [Click here to register](#). Places are limited so make sure you get in quick! For any queries, please email [recruitment@buddlefindlay.com](mailto:recruitment@buddlefindlay.com).

## How will Buddle Findlay get to know me?

We hope to chat to you at one of the above events and/or get to know you well during the recruitment process. Another way we will achieve this is through our Buddle Findlay talent community portal when you apply for our summer clerk programme. As part of your application, you will be asked to enter relevant information about you, upload your CV, cover letter, academic transcript, and complete a quiz. This provides us with an opportunity to know how you think, feel and operate, giving us a deeper understanding into who you and how you could contribute to the success of our firm.

Here are our top tips for nailing your CV and cover letter:

- We want to get to know you – be authentic throughout
- What makes you, you? Tell us a bit about you personally
- Include any achievements, projects you've worked on or anything you think we will find interesting
- Keep your cover letter to about a page and tailor it to your specific application
- Use a professional layout and font that's clear and easy to read
- Proofread your CV and cover letter before submitting your application.





## What do you do with my GPA information?

As part of the application process, we'll ask for a copy of your academic transcript and your law GPA. We recognise that grades alone don't define you and they certainly don't tell us everything we need to know. Even if you're concerned that your grades are not as high as you'd like, we encourage you to apply. Remember to share all there is to know about you in your cover letter – your life experience may have given you the skills our team are looking for.

## Are you recruiting for graduate roles?

Summer clerks typically re-join the firm as law clerks once they have completed their university studies. This means we do not run a separate round of recruitment for graduates. From time to time, law clerk roles do pop up. If you would like to be considered for a future law clerk role, we encourage you to apply for our summer clerk programme and join the Buddle Findlay talent community. This means we will be able to contact you should an opportunity become available.

## What matters to us

Tō Tātou Tiakitanga brings together the key initiatives Buddle Findlay is doing within the areas of diversity and inclusion (D&I), Te Hapori (community) and Te Taiao (environment). By joining Buddle Findlay, you'll get to be a part of the meaningful work we do in these areas.

# Tō Tātou Tiakitanga

## Ours to care for all



### Diversity and inclusion

We are committed to being market leaders in attracting a diverse workforce and creating the best environment for our people to belong, thrive, and grow their careers. Diversity and inclusion are fundamental elements of Buddle Findlay's strategic priorities and are a lens we place over all our decision making. We know that a diverse workforce will increase our creativity, innovation and profitability, and provide our clients with better experiences.

### Te Taiao | Environmental and sustainability initiatives

Environmental action is everyone's business. We have an ambitious goal to become leaders in our approach to reduce our environmental impact. To work towards this goal, we are committed to:

- Maintaining carbon-neutral certification and setting ambitious emissions reduction targets
- Engaging with our people on emissions reduction and broader environmental issues
- Integrating environmental considerations into all aspects of our business.



### Te Hapori | Our community

Our community strategy is based on involving our people and we are committed to building a stronger and more sustainable community in New Zealand by:

- Supporting the Halberg Foundation to help it achieve its goal of sport and recreation for all
- Assisting hospitals in caring for children through our Buddle Findlay Child Health Foundation
- Encouraging our lawyers to dedicate their time and expertise to assisting our pro bono clients
- Developing close relationships with key charities
- Partnering with Community Law to provide free legal advice to members of the public, who otherwise may not be able to afford it or who are vulnerable
- Partnering with Māori Law Review including by supporting the review and as a contributing author on legal developments affecting Māori.

[Read more about our Tō Tātou Tiakitanga initiatives here](#)





## What will you experience at Buddle Findlay?

Our culture and the focus on collaboration is the foundation of who we are as a firm. We prioritise inclusiveness, diversity, safety and wellbeing for all of our people, enabling them to grow and develop their careers. By working at Buddle Findlay, you will feel genuinely respected, valued and supported to be yourself and achieve your personal and professional goals. Join us as we collaborate with each other to help our clients be part of a more successful Aotearoa.

### We asked a few of our summer clerks to describe their experience



**Ruby Lange**  
Summer clerk  
Wellington

"I am very grateful to have had the opportunity to clerk at Buddle Findlay over the summer. The firm is collaborative and inclusive, and I felt welcomed and supported by my team and colleagues. Being a summer clerk was a great opportunity to be involved in a range of exciting and meaningful work. I rotated through the Public Law and RMA/Māori Law teams, which saw me preparing court documents, undertaking legal research, participating in client meetings, and drafting advice to clients on a number of matters.

The Summer Clerk Academy was also a great chance to learn, grow, and engage in the business and community aspects of the firm. Through my clerkship at Buddle Findlay, I have grown both personally and professionally, and have a better understanding of the direction of my legal career when I graduate."



**Grace Luxon**  
Summer clerk  
Auckland

"Working at Buddle Findlay as a summer clerk provided an incredible insight into life in a corporate environment. What made this experience especially enjoyable was the welcoming and supportive culture across the firm. I worked on a diverse range of legal tasks but also had the opportunity to participate in various committees, join client meetings, and visit the courts. A key highlight was rotating through two teams, allowing me to build strong connections and gain a better understanding of different practice areas. I am very grateful for this opportunity and look forward to using all the skills I learned in my final year of university.

I was able to participate in a wide range of activities outside of legal work. However, I especially enjoyed taking part in the Christmas Shoebox Fundraiser. Before helping the other summer clerks with the gift wrapping, my team was incredibly supportive, allowing me and a colleague to set out time to organise even more gifts. This encouragement made the experience highly meaningful and rewarding.

One thing that stands out about my experience was the support available to all the summer clerks. Whether it was answering questions, offering career guidance, or sharing their experiences, everyone was genuinely willing to give you their time. This made the summer clerk experience highly worthwhile for me."



**Max Osborne**  
Summer clerk  
Auckland

"I thoroughly enjoyed my summer at Buddle Findlay. The summer clerkship struck the perfect balance between learning and development while being part of a supportive and welcoming environment that made me feel at home from day one. I was pleasantly surprised by the variety and depth of legal work I was involved in—far from the stereotypical coffee runs and printing jobs. Instead, we were given meaningful work with great exposure to partners and clients. Beyond the legal experience, Buddle Findlay involved us in a range of social events, High Court trips, client visits, and more.

Although it may sound cliché, the people at Buddle Findlay truly make it an incredible place to work. No question was ever too small, and I always felt supported and encouraged to thrive. I am incredibly grateful for this opportunity and would highly recommend the experience to anyone considering a summer clerkship."





## Get to know our recruitment team



**Allan Yeoman**  
Partner, Auckland

Allan is a partner in Buddle Findlay's technology, media and telecommunications (TMT) team. He specialises in providing transactional, procurement, regulatory and contracting advice on technology related projects, as well as advising on privacy compliance and data management programmes.

**“I have been involved in our summer clerk recruitment programme since joining the firm in 2011, after a stint working in London. For the past few years I've been the chair of our grad recruitment team, and I always look forward to the chance to get to know a wide range of extremely impressive candidates, and give people a helping hand to kick off their careers in commercial law.”**



**Sarah McEwan**  
Partner, Auckland

Sarah specialises in corporate and commercial law with a broad range of experience in capital markets and securities transactions, mergers and acquisitions and complex commercial contracts.

**“I have been involved in running graduate recruitment in Auckland since 2019, to me the highlight is being a part of someone's career over a number of years - from interviewing them for summer clerk roles then seeing them progress and grow as they join the firm and they themselves go on to be a 'buddy' in future summer clerk recruitment programmes. Prior to joining Buddle Findlay, I worked in both commercial and private practice environments in New Zealand and London and I think from seeing what others do that Buddle Findlay's graduate recruitment programme is second to none.”**





**David Allen**  
Partner, Wellington

David specialises in all aspects of resource management, environmental and natural resources law. He is a leading adviser on complex and large scale infrastructure projects and has particular experience in wastewater and freshwater, roading and energy projects (having advised on geothermal, wind, hydro and thermal projects).

**“I have been involved in summer clerk recruitment since 2009. I had a wonderful time as a summer clerk in another firm and really enjoy the recruitment process as our yearly influx of summer clerk enthusiasm. While recruitment is a demanding process, and we consider many people with exceptional CVs, the rewards of seeing someone shine through the process make it all worthwhile. To then see that person grow, be themselves and relish in the joys of commercial law is a real treat.”**



**Brannavan Gnanalingam**  
Special Counsel, Wellington

Brannavan specialises in property and construction. Brannavan has been involved in large-scale property acquisitions and infrastructure projects, including negotiating large-scale development agreements and construction contracts (including NZS 3910, 3915 and 3916, and FIDIC Yellow Book).

**“I've been involved in grad recruitment since 2019 and in the committee since 2022. It has been great to meet so many outstanding students through being involved in this process. I summer clerked in 2006/7 and distinctly remember finding Buddle Findlay the most relaxed and enjoyable interview process. I want to ensure that I can assist in creating a similar vibe for students applying to be summer clerks – this process is as much about us putting our best foot forward as the students.”**



**Mark Odlin**  
Partner, Christchurch

Mark specialises in corporate and commercial law and advises on a range of financial, commercial and corporate law matters, including finance, company law and negotiating and preparing commercial agreements. He acts for a number of council-controlled trading organisations and has particular expertise in giving commercial and corporate advice in a local government context.

**“I joined Buddle Findlay on my return from overseas in 2002. I had worked in Christchurch previously and had always thought that Buddle Findlay had a great culture, good clients and profile nationally and locally. 22 years later, I remain very much of the same opinion – I have very much enjoyed my time at Buddle Findlay and the interesting and challenging corporate commercial work that I have been involved in. I am lucky enough to be surrounded by a great team of diligent, thoughtful and decent lawyers and other staff who have grown (and stayed remarkably stable) over the years. I hope that all of these factors are also of interest to you. Our people and our culture are a precious taonga and a big focus of our recruitment process is finding people who will share and contribute to this”**



**Anna Wishart**  
Special Counsel, Christchurch

Anna specialises in trust, private client, commercial and corporate law. Anna has particular expertise in trust law, succession planning and related private client law.

Anna also acts on a wide range of transactions including negotiating and documenting corporate and commercial structures, as well as negotiating and preparing commercial agreements.

**“I started as a summer clerk with Buddle Findlay quite a number of years ago now. I then came back as a law clerk when I had finished university, and I have been with Buddle Findlay ever since. I have been involved in a different aspect of graduate recruitment for a couple of years now and have really enjoyed the experience. I am constantly impressed at the applications that are submitted and only wish that we could offer more places. I am looking forward to learning about the applicants, as well as showing the applicants all the Buddle Findlay has to offer.”**

## Our national people and culture team



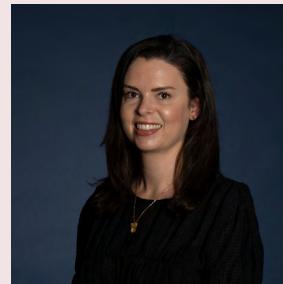
**Lucy Ryan**  
Director



**Fiona Tribe**  
National Manager



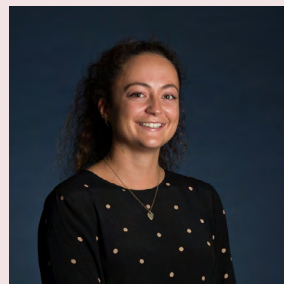
**Margot Elworthy**  
Manager (Projects)



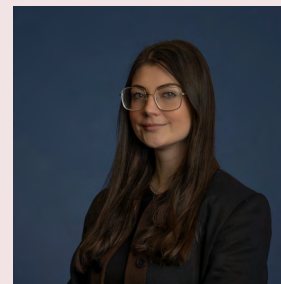
**Olivia Gibbons**  
Manager



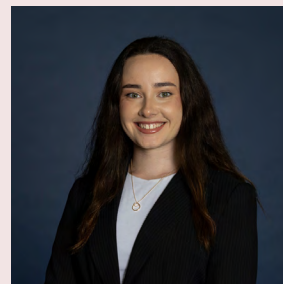
**Manna Marshall**  
Senior Adviser



**Emma Grace**  
Adviser



**Cerys Armstrong**  
Coordinator



**Rebecca Keven**  
Talent Coordinator

### Still have questions?

Get in touch with our friendly people and culture team at [recruitment@buddlefindlay.com](mailto:recruitment@buddlefindlay.com) who will be able to answer any queries you may have and guide you through your summer clerk journey.



# BUDDLE FINDLAY

## AUCKLAND

188 Quay Street, PO Box 1433  
Auckland 1140, New Zealand  
DX • CP24024 P • 64 9 358 2555

## WELLINGTON

Aon Centre, 1 Willis Street, PO Box 2694  
Wellington 6140, New Zealand  
DX • SP20201 P • 64 4 499 4242

## CHRISTCHURCH

The Regent, Level 3, 33 Cathedral Square  
Christchurch 8011, New Zealand  
DX • WX11135 P • 64 3 379 1747

[buddlefindlay.com](http://buddlefindlay.com)

