



## **Norton Rose Fulbright LLP Corporate Counsel Externship Request for Participating Organizations**



**PETER A. ALLARD  
SCHOOL OF LAW**

THE UNIVERSITY OF BRITISH COLUMBIA

**CENTRE FOR  
BUSINESS LAW**



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## ABOUT THE PROGRAM

The Norton Rose Fulbright LLP Corporate Counsel Externship is a clinical program within the Centre for Business Law at the Peter A. Allard School of Law that was established in 2018 with funding generously provided by Norton Rose Fulbright LLP.

The Externship's success depends on the participation of business-oriented organizations in the private or public sector with in-house legal departments who can supervise and mentor an upper year JD student. As the number of students admitted depends on the number of organizations available, we are reaching out to the in-house legal community to join us in this important initiative. This document sets out information for organizations that are considering participating in the program.

## ACADEMIC EXPERIENCE

Students will be placed in the legal department of an organization on a part-time (16 hours per week) basis for one term.

### Purpose

- Learn directly from experienced in-house counsel in a supervised educational environment
- Apply theoretical concepts learned in the classroom to practical legal and business matters in a particular industry
- Gain solicitor's practice-based experience in a supervised environment
- Develop a deeper understanding of professional ethics and responsibility in practice

### Composition

Externship is comprised of 7 credits in total:

#### Law 379: Externship (Pass/Fail) - 5 credits

Clinical component in which students spend 16 hours per week (two working days) for 12 weeks working in the legal department of a participating organization.

#### Law 380: Externship Reflection (Graded) - 2 credits

Academic component promoting reflective practice, enhancing experiential learning gained through Law 379, and ensuring a significant academic component to students' learning. The content will focus on specific topics relevant to in-house practice.

## REQUIREMENTS FOR PARTICIPATING ORGANIZATIONS

The organization must be a member of the legal team who is eligible to act as principal to the student. The principal will ensure that the student is instructed on the practice of law and professional conduct. The principal will be asked to:

- identify tasks appropriate for a student that would allow the student to gain experience within a certain competency area;
- meet with the student regularly to provide guidance and direction;
- monitor and track the student's performance; and
- provide the student with feedback about his or her work product and progress.

Participating organizations, in cooperation with the Clinic Adjunct, will also develop an appropriate research project for each student, which the student can work on during the term. The purpose of the project include allowing the student to delve more deeply into a particular topic relevant to the Externship experience; providing useful research for the organization; and ensuring the student has a project to work on during any unscheduled time during the program.



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## LEARNING OUTCOMES

Those who practice as in-house counsel know that their practice is unlike that of lawyers at a typical law firm. While the exact role of in-house counsel varies depending on the relationships formed between counsel and senior management, generally speaking, counsel advise in areas beyond strictly legal matters. They affect the full range of their organization's decisions.

A key objective of the Externship is to give the student exposure to the complexity of in-house counsel practice, and allow the student to become aware of the types of legal and business issues that normally confront an in-house practitioner.

At the conclusion of the Externship, the student should understand: the ethical obligations of in-house counsel and professional responsibility, how in-house counsel practice varies from a typical law firm practice (including the advantages and disadvantages of an in-house counsel practice), the legal and non-legal functions of an in-house counsel, to whom in-house counsel owe a duty of loyalty and confidentiality, and generally, the practical, hands-on nature of in-house work.

The participating organization is encouraged to expose the student to a variety of legal practice areas that may include:

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| <ul style="list-style-type: none"> <li>• Corporate law</li> <li>• Securities law &amp; public company disclosure requirements</li> <li>• Mergers &amp; acquisitions</li> <li>• Competition law</li> <li>• Marketing &amp; advertising</li> <li>• Consumer protection</li> </ul> | <ul style="list-style-type: none"> <li>• Intellectual property</li> <li>• Commercial law</li> <li>• Employment &amp; labour</li> <li>• Privacy/data breaches</li> <li>• Regulatory</li> <li>• Tax</li> </ul> | <ul style="list-style-type: none"> <li>• Real estate</li> <li>• Insolvency</li> <li>• Aboriginal law</li> <li>• Environmental law</li> <li>• Transportation law</li> <li>• Litigation</li> </ul> |
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The participating organization is also encouraged to expose the student to non-legal functions such as:

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| <ul style="list-style-type: none"> <li>• Risk management</li> <li>• Investor relations</li> </ul> | <ul style="list-style-type: none"> <li>• Corporate strategy</li> <li>• Finance</li> </ul> | <ul style="list-style-type: none"> <li>• Brand management</li> <li>• Public relations</li> </ul> | <ul style="list-style-type: none"> <li>• Corporate governance</li> </ul> |
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The participating organization is encouraged to assign tasks to the student that would develop some of the following skills:

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| <ul style="list-style-type: none"> <li>• Problem solving</li> <li>• Negotiation</li> <li>• Communication</li> <li>• Interviewing &amp; fact investigation</li> <li>• Strategizing</li> </ul> | <ul style="list-style-type: none"> <li>• Drafting/legal writing</li> <li>• Sound business judgment</li> <li>• Critical thinking</li> <li>• Understanding of the business generally</li> </ul> | <ul style="list-style-type: none"> <li>• Solution focused counselling</li> <li>• Management and leadership</li> <li>• Understanding financial statements</li> </ul> | <ul style="list-style-type: none"> <li>• File and practice management</li> <li>• Public speaking</li> <li>• Navigating organizational dynamics</li> <li>• Team building</li> </ul> |
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## PROGRAM SUPPORT

The Clinic Adjunct manages and oversees the Externship. The Clinic Adjunct will perform the following tasks:

- Teach and evaluate students enrolled in the Externship
- Provide ongoing academic and logistical support to students and in-house counsel at participating organizations
- Plan and deliver orientation sessions for participating in-house counsel
- Conduct site visits at participating organizations, as necessary
- Draft documentation and materials related to the program

The Clinic Adjunct will be in regular contact with the principal throughout the term to discuss the student's performance and to support the principal's efforts under the program.

## BENEFITS OF PARTICIPATING

- Giving back to the legal community by helping to support and mentor a law student who will soon begin their legal career
- Helping expand the variety of, and shape the content of, solicitor's practice-oriented experiential learning programs offered by the Allard School of Law
- Assisting the Allard School of Law in offering legal education that focuses specifically on training students in the skills in-house counsel value
- Helping law students develop business oriented skills, learn to exercise good business judgment, and become effective problem solvers
- Having a law student on site with the organization for two days per week over 12 weeks, available to assist on relevant and constructive projects identified by the participating organization
- Delivery of a research project memo at the end of the term, as described above, on a subject that is useful and relevant to the participating organization
- Introduction to an Allard School of Law student, who has been selected to participate in a very competitive and oversubscribed program

Please help to shape our law students and develop them not only into capable legal practitioners, but also caring, productive and ethical members of our society.

We hope you consider participating in this exciting program.

### For more information about the Externship, please contact:

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