**Lauren McCausland**

**Apt 9.05, Front Square, Trinity College Dublin**

**087 3182985**

[**mccausll@tcd.ie**](mailto:mccausll@tcd.ie)

**https://www.linkedin.com/in/laurenmccausland/**

As a hard-working and diligent law student, I have undertaken work experience and voluntary work that has equipped me with the skills necessary to succeed in a fast-paced environment. Utilising excellent communication skills and developing an eye for attention to detail, I have developed strong working relationships in all of my positions. Keen to secure an internship in a leading firm.

**Education**

**Bachelor of Laws (LL.B), Trinity College Dublin, 2014- 2018**

* 2.1 predicted grade

**Irish Leaving Certificate, Royal and Prior Comprehensive School, 2007- 2013**

* Recipient of Starrit Memorial Cup for academic excellence in the field of Science
* Recipient of Third Level Bursary Scheme Scholarship for academic excellence

**Employment History**

**Legal Intern, Smithfield Law Centre, September 2017**

* Attended client consultations and took notes for files
* Conducted extensive research such as Country of Origin Information to support client’s claim
* Wrote summaries of judgements and organised key information in spreadsheet form
* Corresponded with clients and legal professionals

**Legal Intern, Patrick F. O’Reilly & Co Solicitors, June 2017- Present**

* Worked full time during the summer and have been retained as a part-time legal assistant during the college year
* Provided courtroom assistance to fee earners
* Conducted research
* Created content for the firm’s website
* Provided support to fee earners such as preparing briefs, corresponding with clients, typing using a Dictaphone and filing documents in the Central Office

**Till Supervisor, McElhinneys Department Store, May 2014- June 2017**

* Highly trained in customer service techniques
* Worked part-time at weekends and full time during the summer
* Dealing with customer queries or complaints
* Solely responsible for the use of the cash register
* Handling customer accounts and billing duties
* Training junior members of staff
* Managed a subsidiary store part-time alongside this role

**Voluntary Work**

**Attorney General for Northern Ireland, August 2017**

* Invited to volunteer as a coordinator for the annual Constitutional Law Summer School
* Provided support to the Attorney General and guest speakers
* Attended lectures

**Co-ordinator, Street Law, January 2017-May 2017**

* Selected to participate in the Irish pilot programme for Street Law, which originated in Georgetown Law School, Washington.
* Attended intensive training weekend with Street Law facilitators, including the founder.
* Meet with group and design weekly lesson plans.
* Teach weekly classes to transition year students which involve a variety of activities that demonstrate legal concepts
* Alter weekly lessons based on feedback from students

**Literacy Mentor, Suas Educational Development, January 2014- April 2015**

* Travelled to designated schools in disadvantaged areas
* Worked with children whose literacy levels were below the national average
* Participated weekly with students through paired reading activities
* Monitored children’s progress and report findings to their school teachers

**Referees available upon request**