Lauren McCausland

Apt 9.05.01, Front Square,

Trinity College Dublin

31/01/18

**Re: Summer Internship Application**

Dear Sir/Madam,

I am writing to apply for the Summer Internship Programme. Please find my CV attached and I am happy to supply details of exam results and modules studied if so required. I am a final year law student at Trinity College Dublin and I am keen to pursue a career as a solicitor.

As you will note from my CV, I have worked as an intern in a busy city centre practice and have gained invaluable experience in litigation, an area which I am very interested in working in. Through this experience, I have developed excellent communication, drafting and research skills, which I have no doubt will be extremely useful to the litigation team at Byrne Wallace. I am aware of the varied nature of practice at Byrne Wallace and I am keen to learn more about the firm’s expertise, particularly in Litigation and Dispute Resolution.

I have worked consistently throughout college, both part-time and full time and I feel that I have developed an unrivalled work ethic as a result. This has also allowed me to develop excellent organisational and time management skills, which will undoubtedly be very useful to the team at Byrne Wallace. My position in retail was maintained at the weekends throughout the college year and reprised on a full-time basis during the summer and Christmas periods. As a result, I have acquired excellent communication skills and a client orientated approach to work. Upon completion of my summer internship with Patrick F. O’Reilly & Company Solicitors, I was retained as a part-time legal assistant, a role which I balance alongside my studies.

As I am originally from Donegal, I have lived away from home for a number of years now and this has equipped me with the independence and maturity required to successfully undertake working life. I feel that this, coupled with my extensive work experience, demonstrates that I am more than ready and capable to take on the responsibilities associated with a legal career.

In my spare time, I enjoy working with children, particularly those who have come from disadvantaged socio-economic backgrounds. I have participated in voluntary programmes such as Suas and Street Law which are designed to bridge the gap in the education that these children receive. I find this work challenging but extremely rewarding and find this a very enjoyable way of spending my free time.

Although I am focused on a career in a corporate firm, I am interested in other areas of law, an example being constitutional law and human rights. This year I was invited to attend the annual Constitutional Law Summer School at the Office of the Attorney General for Northern Ireland. I attended as a volunteer and assisted with the co-ordination and smooth running of the conference and provided support to the Attorney General and other guest speakers. I also attended lectures at the conference, which were very interesting and touched on developing issues. This was a fantastic experience and it really helped develop my networking skills and my knowledge of these areas of law. Whilst these are not necessarily areas of law that are directly applicable to Byrne Wallace, the interpersonal skills that I developed at this conference would be very beneficial to the firm. I also think it is important to be aware and informed of areas of law that you are interested in that but do not necessarily wish to base your career on.

I believe that I am an ideal candidate for the Summer Internship Programme and that the experience and skills that I have acquired will be of great benefit to Byrne Wallace. Thank you for considering my application and I would appreciate the opportunity to meet with you to discuss my application further.

Yours faithfully,

Lauren McCausland