



EMPLOYMENT OVERSEAS SUMMER 2012

Duke Law students often choose to obtain overseas summer employment, particularly during their 1L and 2L summers. Many students work with employers in private practice, while others choose to work for NGOs or other organizations. Whether for a half or full summer, with a private or public interest organization, working abroad provides students with a unique and a memorable experience. Please read this letter for specific next steps.

I. Prepare for overseas summer employment

Self assessment: We recommend that you first think carefully about your goals for the summer. Do you want to recuperate after a strenuous year, make as much money as possible, or stay close to your family? If so, working overseas may not be a good choice for you. On the other hand, if you want to gain some international legal experience that may enhance your marketability in international practice and can see yourself adjusting quickly to a new environment, then consider working overseas.

Develop your resume: Once you decide to try to work overseas, make sure your resume highlights your “international qualities.” These may be prior study or work abroad, language skills, foreign or dual citizenship, or international activities at Duke Law School. International activities include, for example, membership in the International Law Society or other clubs with international orientation, language lunch tables, language classes or service as an LLM mentor. Enrollment in the JD/LLM program should certainly be included. You should also include your expected attendance at a summer institute.

II. Relevant information for JD/LLMs, dual-degree, and students attending a Duke Law School summer institute

As part of the curriculum of the Duke Law School JD/LLM program, dual-degree students must attend a Duke Law School summer institute and hence can only work for five to seven weeks. As securing a position for half of the summer is frequently difficult, the International Studies Office and the Career Center have developed relationships with Duke Law School alumni and friends to facilitate the summer employment opportunities of dual-degree students attending a Duke Law School summer institute. Although priority is given to these students in finding overseas internships, other Duke Law students who voluntarily attend a summer institute may request assistance in finding an overseas summer internship. If a suitable position remains available, the International Programs office will submit resumes of students voluntarily attending a summer institute to potential employers. **Please note that non-JD/LLM students who wish to**

avail themselves of such assistance must sign an honor pledge (attached) committing themselves to attending one of the summer institutes.

Term of summer institute: Duke Law School has two summer institutes, one in Geneva, the other in Hong Kong. Both summer institutes start in early July and conclude in early August.

Type of employment: Many of the overseas alumni who offer summer internships practice in local firms. A few are with overseas offices of U.S. or international law firms. A small number of alumni are with international organizations and NGOs.

Locations of employment: For summer internships in Asia, employment opportunities are mostly with firms in China, Japan, Hong Kong, South Korea and Thailand. For summer internships in Europe, employment opportunities are mostly with firms in Western Europe. Employment opportunities in Latin American countries are sometimes available.

Compensation: Compensation of overseas internships varies by employer and location. As you may expect, overseas firms and offices do not pay students as well as summer associates are paid in the United States. Usually students receive enough compensation to cover living expenses. Sometimes there is no pay, but housing will be provided. Public interest internships usually are unpaid but may be eligible for the Law School's Public Interest Law Foundation grants (PILF). The amount of the grant depends on how much money PILF raises this year and how many students will share it, among other criteria.

Finances: If you attend a summer institute, your student loan will cover your travel expenses to the overseas institute and will therefore cover your travel to take a summer position if it is to the same location. The Office of Financial Aid can provide more information on summer institute travel expenses.

Language skills: Students with language skills and international experience are obvious candidates for an overseas summer position. However, language skills are not prerequisites for all overseas jobs. An outgoing personality, adventurous spirit and curiosity about other cultures are equally important.

For students planning to work overseas and attend a Duke summer institute during the same summer, below is the relevant information on how to apply:

Procedures for applying:

1. Fill out the online survey, available at <http://tinyurl.com/Summer-2012-Overseas-Survey>
2. *Prepare your resume*, highlighting international interests
 - o Remember the following tips when preparing an international resume:
 - Dates/States/Locations should not be abbreviated (April 1, 2011, New York City, New York, not 4/1/11 NYC, NY)
 - Always include the languages section if you speak more than one language
 - If necessary, resumes can be longer than one page
 - Include relevant research experience and whether you lived/studied abroad
 - You do not need to list your GPA, either law school or undergraduate, on your international resume
3. *Statement of interest*: Write a brief statement of interest (no more than one page) explaining where and why you want to work overseas and which institute you plan to attend. A few students in the past attended the Geneva institute and worked in Asia and vice versa. If this is what you want to do, explain why.
4. If you are fully committed to working abroad before the summer institutes begin and would like Deans Maher and/or Horowitz's assistance in finding appropriate employment, email your resume and statement of interest to Oleg Kobelev, Director of International Career Development (Kobelev@law.duke.edu) as soon as possible and, in any event, no later than **November 30th, 2011**. Please note that placement decisions are made on a rolling basis and you are encouraged to apply early.

III. Overseas summer jobs for all other students

For students who are not enrolled in the dual-degree program and who will not attend a Duke Law School summer institute, most overseas employment opportunities are obtained through proactive letter writing to organizations of interest, through business or personal contacts and other means as are typically used to secure domestic summer employment. The Career Center has resources to help you identify and research employers with international opportunities. If you are interested in public interest opportunities, a great tool to get you started is the database of international summer resources available at <https://www.law.duke.edu/career/students/llm/internships/> (Duke NetID required)

A small number of international organizations expressed interest in specifically receiving Duke resumes. Please fill out the online survey below to be added to the listserv of students interested in exploring these opportunities <http://tinyurl.com/DLS-Intern-Opp-Listserv>

Lastly, contact Oleg Kobelev, Director of International Career Development, at Kobelev@law.duke.edu with any questions. Oleg is available for individual counseling and has a wealth of additional resources and opportunities that you may find valuable during your search.

Encl: Exhibit A, 1L Summer Employment Overseas, Summer 2011 (Class of 2013), Exhibit B, Summer Institute and Summer Internship Pledge

EXHIBIT A

SUMMER EMPLOYMENT OVERSEAS, SUMMER 2011 (CLASS OF 2013)

PLACEMENTS OBTAINED THROUGH THE OFFICE OF INTERNATIONAL STUDIES

First Name	Last Name	Summer Institute	Employer Name and Location
Christopher	Bobadilla	Geneva	Namura & Associates, Japan
Evan	Chase	Hong Kong	Zhong Lun Law Firm, China
Clifton	Coufal	Geneva	White & Case, China
Michael	Folkmier	Hong Kong	King & Wood, China
Claire	Fong	Hong Kong	O-Ebashi, Japan
Elle	Gilley	Hong Kong	O-Ebashi Law Firm, Japan
Nicole	Hablenko	Hong Kong	Haiwen & Partners, China
Emma	Htun	Hong Kong	International Rivers, Vietnam
Kyle	Jackson	Hong Kong	Omegae Law Firm, Japan
Tim	Kopcial	Hong Kong	Bingham McCutchen, Tokyo
William	LeDoux	Geneva	Lenz & Staehelin, Switzerland
Alexis	Mann	Hong Kong	Law firm of Howard Manilla, Philippines
Ebosetale	Okojie	Hong Kong	Zhongtian Law Firm, China
Rodrigo	Palacios	Hong Kong	Ritch Mueller, Mexico
Amitesh	Parikh	Hong Kong	Clifford Chance, Russian Federation
Stephanie	Richards	Geneva	Kitahama Law Firm, Japan
Lauren	Ross	Hong Kong	Jones Day, China
Steven	Schmulenson	Geneva	Latham Watkins, Dubai
Joseph	Silver	Hong Kong	Yulchon, S. Korea
Rajiv	Thairani	Hong Kong	Global Law Firm, Japan
Benjamin	Wood	Geneva	Raiffeisen Bank, Austria
Pei-Yunn	Wu	Hong Kong	Jun He Law Firm, China
Spencer	Young	Geneva	Norton Rose Studio, Italy

NOTE: Students MUST contact the above employers through the Office of International Studies

OTHER EMPLOYMENT OBTAINED BY STUDENTS

Last Name	First Name	Employer Name and Location
Johanna	Collins	Kellerhals, Switzerland
Choi	Jaimin	Kim & Chung, S. Korea
Christopher	Jones	Parlamentary Monitoring Group, South Africa
Daniel	Koehler	Kolcuoglu Demirkan Attorneys at Law ,Turkey
Elizabeth	Martinez	White & Case, Brazil
Randy	Oh	Kim & Chang, S. Korea
Katrina	Olsen	International Human Rights Centre, Ireland
Maia	Pelleg	International Human Rights Centre, Ireland
Tina	Praprotnik	International Tribunal for the Law of the Sea, Germany
Matt	Rogier	Bernard-Hertz-Bejot, France
Tatiana	Sainati	Documentation Center of Cambodia, Cambodia
Christopher	Thompson	Alliance Defense Fund/Blackstone Legal Fellowship, Slovakia

EXHIBIT B

**Duke University School of Law
Summer Institutes and Summer Internship Pledge**

Student Name: _____

Expected Year of Graduation and Degree(s): _____

Duke University School of Law's Office of International Programs assists students who attend one of the Duke summer institutes in transnational law to find short-term internships in other countries. Duke provides this assistance because students who attend a summer institute have fewer weeks to work and thus may have difficulty finding conventional summer internships, which usually last for two months or longer. Duke also provides this assistance because students who study at one of the summer institutes show an interest in and commitment to studying international and comparative law and to living overseas and thus will benefit most from a short-term internship in a foreign law firm or organization.

Students in Duke's JD/LLM program are required to attend a summer institute as part of their degree program. These students receive priority assistance in finding overseas internships. Other Duke Law students who voluntarily attend a summer institute may request assistance in finding an overseas summer internship. If a suitable position remains available, the International Programs office will submit resumes of students voluntarily attending a summer institute to potential employers.

Most overseas internships for Duke students are developed by the Office of International Programs, usually as a result of relationships built by the Office of International Programs with graduates of Duke's LLM program. Because of the trust developed between the Office and overseas employers, and the performance of interns in previous years, employers continue to offer these positions.

Any non-JD/LLM student who is offered an internship through the assistance of the Office of International Programs or that has been developed by the Office must commit to attend a summer institute and to accept the overseas placement by signing this pledge. The name of any student violating this pledge will be transmitted from the International Programs office to the Career Center, and the student will no longer be allowed to participate in on-campus or other interview programs with which the Law School is involved. For interview privileges to be reinstated, the student must submit a written statement satisfactory to the International Programs office explaining why the pledge was violated.

Pledge: I am seeking an overseas internship developed by the Office of International Programs at Duke University School of Law. I agree that I will attend the following summer institute: _____
and serve as a summer law intern, if offered an internship, at _____.

Signature

Date