

# Why Cleary?

## **Career Investment**

In a constantly changing legal environment, we believe clients are best served by confident, creative, and well-rounded lawyers. We give you the training to hit your stride quickly and take responsibility in client matters early on in your career. Our signature “miniMBA” program, in-house accredited CLE program, the Cleary Core Curriculum for Leadership Development, and practice group meetings and trainings all support your learning and development at every level as you gain experience.

## **Diversity, Equity, and Inclusion**

Cleary Gottlieb is committed to advancing diversity, equity, inclusion, and belonging as fundamental tenets of our talent development initiatives and professional interactions. We are continuously cultivating an environment where diverse voices are heard, empowered, supported and respected.

## **Elite Clientele**

Clients know Cleary for our signature approach to serving their needs. We work across practices, industries, jurisdictions, and continents to provide clients with simple, actionable approaches to their most complex legal and business challenges, whether domestic or international. The collegiality and collaboration among our lawyers worldwide reinforces a culture in which teamwork and the interests of our clients are prioritized, and the contributions of every lawyer are valued.

## **Global Reach**

We have offices located in 16 major financial centers around the world and operate as a single, integrated firm built on collaboration with the goal of delivering our full suite of resources to all of our clients.

## **Innovative Work**

Clients around the world turn to us to handle their most challenging assignments, including innovative deals, large transactions, and high-profile litigation and corporate matters.

## **Mentoring**

You will receive more than a handshake and an orientation package when you arrive at Cleary. Experienced mentors will help guide you, both formally and informally, through your professional and personal life at the firm.

## **Organic Growth and Strong Culture**

We believe in organic firm growth—the offices we open in new locations are staffed with homegrown Cleary lawyers, which preserves our culture worldwide; approximately 90 percent of our current partners joined the firm as associates; and more than one-third of our partners have served in two or more of the firm’s offices.

**Founded in 1946 in New York and Washington, D.C.**

**16 offices located in the major financial centers across the world**

**More than 1,100 lawyers worldwide**

**Global integrated partnership**

**Committed to openness, diversity, individuality, and collegiality**

**Developmental culture that provides training opportunities to advance career**

**Dedicated alumni network available no matter where your career takes you**

## Navigating the Virtual Recruiting Season!

- **Virtual reality.** The virtual interview environment is new for students and employers, alike. If technology doesn't cooperate, don't panic. Alert the lawyer or recruiter immediately and reschedule the interview if necessary. Additionally, always have a virtual copy of your resume, transcript, and/or writing sample easily accessible. Be sure to articulate if anything has changed, i.e., your mailing address, email, or any honors.
- **The new normal is not normal.** We understand everyone is working from home. We may have dogs who bark, cats jumping across the screen, or various other distractions around us! Consider utilizing a virtual background to make yourself more comfortable. Everyone is trying to manage working from home and they will have distractions too!
- **Studying doesn't end with exams.** Prepare for your interviews! Research each firm and ensure you are well versed on what they do. Be mindful about what each office of a firm does and where their offices are located.
- **Resumé due diligence.** Proofread your resumé multiple times, and remember to have others review it as well. Typographical errors come in all shapes and sizes!
- **Don't play hard to get.** Respond to call-back invitations promptly and try to be flexible with scheduling options. Scheduling call-backs is a joint effort between you and the employer.
- **Be a pro.** Keep all interactions with employers professional. This includes your voicemail greeting and all online social presence.
- **Trim the fat.** If you've received a number of call backs and offers from firms you are not interested in joining, make the call to decline invitations and offers. Please don't delay as it does a disservice to your classmates and the employer.
- **Speak up.** Please don't be shy about indicating where you have accepted an offer. Employers value your feedback.
- **Need a little extra time? Don't be afraid to ask for an extension.** Just have the courtesy to call and/or email prior to your offer expiration date.
- **Be confident and enjoy the ride.** Be yourself and enjoy the virtual process. Use this opportunity to meet new people and learn about all the great opportunities the job market has for you.

## Summer Associate Highlights

### Events

- Affinity Group Receptions
- Baseball Games
- Belmont Stakes
- Bowling
- Concerts
- Cooking Classes
- Diversity Receptions
- Karaoke
- Night at the Smithsonian
- Partner Lunches and Dinners
- Shakespeare in the Park
- Summer Associate Overnight Retreat
- Summer Associate Welcome Party
- Summer Boat Cruise
- Theater Night
- Weekly Wine and Cheese Receptions
- Wine and Scotch Tasting Events
- Women's Networking Reception

### 2021 Summer Virtual Events

- Affinity Group Meet and Greet
- Cocktail/Mocktail Mixology Class
- Beer and Cheese Tasting
- Book Club
- Chocolate and Wine Tasting
- Cooking Class
- Murder Mystery Game Night
- Paint Night
- Talent Chair Coffee Chats
- Virtual Partner Event Series
- Weekly Themed Wine and Cheese
- Weekly Wellness Yoga and Meditation Classes
- Women Networking Events

### Overseas Rotations\*

Historically, we have offered summer associates the opportunity to spend four weeks during the summer in one of our foreign offices. One of the goals of our foreign rotation program is to allow summer associates a chance to experience the work of our overseas offices and assess the possibility of a future rotation. Summer associates can express their interest in spending time abroad, and placements

are made based on the needs of each overseas office as well as language ability and practice area interest, among other factors

### Training and development during the summer program and beyond...

- Corporate training seminar that gives an understanding of transactional practice areas and the skills required to succeed
- Interactive litigation workshop where you'll take and defend depositions before testing your knowledge in a series of exercises
- Practice Group Presentations hosted by partners and associates geared toward describing their practices and their day-to-day work
- Cleary Core Skills training, which provides a roadmap on practical professional skills including managing workflow, communicating effectively with clients and building leadership skills
- D&I education and events with guest speakers to introduce new ways of thinking about leadership, diversity, equity, and inclusion at Cleary while maintaining an inclusive work environment
- Comprehensive in-house miniMBA program designed to familiarize lawyers with a range of business and financial topics
- Internal online learning tools and resources, including hundreds of training modules with forms, deal outlines, and case summaries
- Practice Group Trainings that is a forum for collaboratively working through current issues and deals with experienced attorneys in the group
- Access to external programs and CLE courses that will further your development as a lawyer

\*Due to COVID-19 travel restrictions, we were unable to host our in-person overseas rotation program in Summer 2021. Summer associates were virtually placed in one of our foreign offices for two weeks where they were able to work on assignments from that office and engage in social events, and build relationships with Cleary lawyers globally.

To learn more about our current client assignments, our offices and our history, please visit our website at: [clearygottlieb.com](https://clearygottlieb.com)

For more information on our summer programs in New York and Washington, D.C. please visit: <https://clearygottlieb.com/careers/ny> | <https://clearygottlieb.com/careers/dc>