

Summer Associate Program

The Chambliss Summer Associate Program offers a diverse experience for first and second-year law school students. Summer associates are a tremendous asset to our team and work hands-on with all sections across the firm. Summer associates will experience The Chambliss Way (our culture and commitment to client service) as if they were in the shoes of an associate. Students will have opportunities to gain experience in court, depositions, client meetings, in-house planning sessions, corporate and civic luncheons, and community involvement projects.

One of the main goals of the Chambliss Summer Associate Program is to expose law school students to real-world corporate legal work to help them decide what area(s) of law they are most passionate about and where they may perform best. Students will work on transactional and litigation matters within our seven practice groups (corporate, health care, labor and employment, estate planning and administration, intellectual property, real estate, and litigation). Many of our past summer associates have gone on to join our firm upon graduation and have continued to elevate their roles within the firm.

Chambliss attracts a diverse workforce and is proud to be an Equal Opportunity Employer. We acknowledge, embrace, and encourage our differences because we realize that our lives are enriched by that which makes us different. It is our policy, from recruitment through employment and promotion, to provide equal opportunity at all times without regard to race, color, religion, sex, national origin, ancestry, citizenship, age, disability, or status as a veteran in accordance with applicable federal, state, and local laws. We are committed to hiring attorneys and staff with diverse backgrounds and life experiences and strive to maintain a working environment free of all forms of discrimination or harassment at every level of employment.

1L Summer Associate – 2025

The Chambliss Law Summer Associate Program offers a diverse experience for first and second-year law school students. Summer Associates are a tremendous asset to our team! You will work hands-on with various practice areas across the firm and will experience The Chambliss Way (our culture and commitment to client service). You will gain valuable hands-on experience in various aspects of corporate law. This position is designed for first-year law students who are eager to explore the dynamic field of corporate law and contribute to real-world legal projects.

Students will have opportunities to gain experience in court, depositions, client meetings, in-house planning sessions, corporate and civic luncheons, and community involvement projects. This experience often helps students decide what area(s) of law they are most passionate about and want to pursue after graduation. Many of our past Summer Associates have received full-time job offers upon graduation and have continued to advance their roles within Chambliss Law.

Program Duration (1Ls): May 19, 2025 to June 27, 2025.

Application Deadline: January 17, 2025

Application requirements:

- Resume
- Cover Letter

- Law School Transcript
- Writing Sample

Key Responsibilities:

1. **Legal Research:** Conduct in-depth legal research on a variety of corporate law issues, ensuring accuracy and relevance to ongoing cases and projects.
2. **Document Review:** Assist attorneys in reviewing and analyzing legal documents, contracts, and agreements related to corporate transactions.
3. **Drafting:** Participate in drafting legal documents, memoranda, and correspondence under the guidance of experienced attorneys.
4. **Client Interaction:** Attend client meetings, conferences, and negotiations alongside senior attorneys to observe and learn client interaction skills.
5. **Case Management:** Assist in the organization and management of case files, maintaining meticulous records and ensuring confidentiality.
6. **Collaboration:** Work collaboratively with attorneys and legal staff on projects, contributing fresh perspectives and insights.

Qualifications:

- Currently enrolled in a Juris Doctor (JD) program at an accredited law school.
- Strong academic record and demonstrated interest in corporate law.
- Excellent legal research and writing skills.
- Detail-oriented with the ability to manage multiple tasks simultaneously.
- Effective communication and interpersonal skills.

Benefits: In addition to gaining practical experience, Summer Associates have opportunities to attend networking events, and social gatherings to further enhance their professional development. Join our team and immerse yourself in the dynamic world of corporate law, where you'll work alongside seasoned professionals and contribute to the success of our clients and the firm.

Chambliss is committed to being one of the best law firms to work for in our region. We are actively searching for highly qualified people to work as attorneys, legal assistants, and support staff personnel. Chambliss strives to attract a diverse workforce and is proud to be an Equal Opportunity Employer.

[Click here to apply to our summer associate program!](#)

Summer Program FAQs

(i) Where should I send my application for a Summer Associate position?

Please submit your application using the link above. Include your resume, cover letter, law school transcript, and a writing sample. Cover letters can be addressed to:

Erin Donahue
Talent Development Coordinator
Chambliss, Bahner & Stophel, P.C.
605 Chestnut Street, Suite 1700
Chattanooga, TN 37450

(ii) What is the deadline to apply for a 2025 summer position?

Applications will be available December 2, 2024, through January 17, 2025.

What are the dates of Chambliss' 2025 Summer Associate Program?

- 1L Summer Associate Program runs the first half of the summer from **May 19, 2025, to June 27, 2025**.
- 2L Summer Associates spend the entire summer with us from **May 19, 2025, to August 1, 2025**.

(iii) What can I expect from the interview process?

Our interview process is outlined below:

1. First-round video call with Erin Donahue, Talent Development Coordinator. Plan to spend 30-45 minutes on a Teams video call.
2. Final round video interview with Recruiting Committee via Microsoft Teams (20-minute interview).
3. Offers extended.

(iv) How many summer associates are typically hired?

Our summer program is dynamic; we do not hire a pre-set number of associates each year. We look at the needs of all sections to determine the target number of summer associates each year.

(v) What type of work will I be doing as a summer associate?

Summer associates will be exposed to various assignments such as research, writing memos and briefs, creating presentations on new laws/statutes, presenting to internal shareholders, etc. There will also be opportunities to attend client meetings, depositions, mediations, court hearings, witness signings, and more.

We believe this gives students the opportunity to learn about which areas they are most interested in. If students already have strong interests in a particular practice area, they will be able to choose assignments categorized by area of law, type of work, and estimated completion time.

(vi) What are the compensation and benefits for summer associates?

We are proud to say we offer summer associates competitive compensation for the regional market. Summer Associates are paid on a bi-weekly basis, and free parking is included. We also offer gym memberships to the YMCA across from our building. If you utilize the gym six or more times in a month, your membership is paid for by the firm.

(vii) Does Chambliss offer help finding summer housing?

We can offer assistance to any summer associates who need to find temporary housing.