

GKN North America

OFFICE LOCATION: Auburn Hills, Michigan

ABOUT GKN:

So you think you might want to go “in-house?” GKN offers it externs the opportunity to experience life as in-house counsel for a global automotive company first-hand.

ABOUT THE LEGAL DEPARTMENT:

Externs will interact with GKN’s five experienced and knowledgeable in-house attorneys and legal staff each day.

WORK AN EXTERN MAY DO:

You’ll observe and assist in-house lawyers with a variety of business-related legal tasks, such as:

- Review, summarize, and edit business contracts, including terms and conditions of purchase and sale
- Research and write memos on current domestic and international legal issues relating to the industry
- Review and prepare documents for dispute resolution and litigation
- Assist with preparation of PowerPoint training presentations
- Attend meetings and conference calls with in-house attorneys, the corporate business team (our “clients”), and outside counsel / law firms and prepare written summaries of the issues discussed

PREFERRED QUALIFICATIONS/REQUIREMENTS:

The extern candidate should be a 2L or 3L with a minimum 3.0 GPA and have successfully completed coursework in contracts or corporate business law. Prior experience in a law firm, judicial externship or in-house law department is preferred.