

# CLARA THIEBAUT

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CV



## WORK EXPERIENCE

May 2026 – Jul 2026

### Governance Intern, Badminton Ireland • Dublin

- Drafted and updated 3 key policies (social media, children protection in sport and disciplinary policy), making procedures clearer.
- Coordinated projects, facilitating collaboration among stakeholders in communication, marketing, and operations.

Mar 2026 – Apr 2026

### Corporate Intern, Volunteer Ireland • Dublin

- Conducted policy, legal and regulatory research to inform decisions and align practices with industry standards.
- Coordinated volunteering projects with 100 corporate and non-profit partners, improving communication and project delivery.
- Managed partner and project data in Salesforce, improving partner record completeness by 20% and enabling more reliable reporting.

Sep 2024 – Jun 2025

### Legal Apprentice, French Triathlon Federation • Paris

- Provided governance and regulatory support to around 20 clubs and corporate partners, ensuring compliance with federation and national rules.
- Applied federation rules and national regulations to resolve governance and compliance queries, supporting smooth federation operations.
- Managed 10 disciplinary proceedings, preparing case files and ensuring strict adherence to established procedures and timelines.

Jul 2022 – Aug 2022

### Legal Intern, Synergie Avocats (Law Firm) • Epinal

- Drafted complex legal agreements and reviewed contracts for compliance.
- Managed confidential client files whilst ensuring strict data protocols.
- Conducted legal case analysis on 5 client files, identifying key facts and legal issues to inform case strategy.
- Performed legal research and regulatory monitoring to support litigation and advisory work, enhancing legal arguments.
- Drafted legal submissions under supervision of senior lawyers, contributing to case preparations.

## EDUCATION

Sep 2024 – Jul 2025

### Master's Degree: Sport Law, Economics and Management, University of Limoges • Limoges

- Specialised in sports law, including governance, disciplinary procedures and regulatory compliance in sport organisations.
- Covered economics and management of sport institutions, events and federations.

Sep 2023 – Jul 2024

**Master's Degree: Business Law, University of Lorraine • Nancy**

- Covered core areas of business law, including contract law, company law, EU law and commercial law.
- Developed strong legal analysis and research skills through case studies and written assignments.

**SKILLS**

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Salesforce • Salesforce CRM • Regulatory Compliance • Project Management • Project Coordination • Data Management • Document Control • Microsoft Office Suite • Microsoft Excel • SharePoint • Analytical Skills • Problem Solving • Written Communication • Report Writing • Stakeholder Management • Team Collaboration • Adaptability

**LANGUAGES**

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|--------|----------------|---------|----|
| French | Native speaker | English | C1 |
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**RIGHT TO WORK**

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Ireland

**HOBBIES**

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Sport, Volunteering