

ENVIRONMENTAL DEFENDERS OFFICE Ltd.

ABN 72 002 880 864

Level 5, 263 Clarence St
SYDNEY NSW 2000 AUSTRALIA

T: +61 2 9262 6989

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ENVIRONMENTAL LAW at EDO

JUNIOR CRIMINAL SOLICITOR

EDO is a community legal centre specialising in public interest environmental law and policy. Our mission is to help the community protect the environment through the law.

We have a fantastic, Queensland-based opportunity for a junior criminal lawyer (1-5 years) to join our Citizen Representation Program (CRP). The CRP provides specialist legal advice and information about the laws that regulate protest activities concerning the environment. In addition, the CRP provides legal representation to those who have been charged with criminal offences arising from their participation in such activities.

EDO does not support unlawful behaviour in any way, but does believe that all people charged with criminal offences are entitled to a legal defence.

See our website <http://www.edonsw.org.au> for more information on our cutting edge legal work.

Selection Criteria:

- A Queensland practising certificate or eligibility for admission to legal practice in Queensland.
- A minimum of 1 year post admission experience working primarily in the field of Criminal Law.
- Flexibility and the ability to work under pressure.
- Excellent written and oral communication skills, including an ability to communicate clearly in plain English.
- Demonstrated high level research skills, including attention to detail.
- Preparedness to travel within Queensland and nationally at short notice.

Position: The Junior Criminal Lawyer position is a **12-month, fixed term contract**, with possibility of extension based on funding. The position is full-time but 4 days per week may be considered.

Location: The position will ideally be based in Cairns, with frequent regional travel within Queensland. However, there is the potential for the position to be located in our Brisbane office and exceptional applications will be considered from Brisbane-based solicitors.

Salary: Salary dependent on experience. The role is covered by the SCHADS Award.

If you are interested in joining the EDO team, please contact us. EDO provides an inspiring and flexible workplace to get the best out of our staff.

Applications should be submitted via email to recruitment@edonsw.org.au with 'Application for position of Junior Criminal Solicitor' in the subject line. Applications must include a CV and

a letter that clearly addresses each of the selection criteria. **Applications which do not address the selection criteria will not be considered.**

For further information, contact Julia Grix on 02 9262 6989 or via email at julia.grix@edonsw.org.au. Applications close **5pm, Friday, 25 October.**

Aboriginal and Torres Strait Islander identified people are encouraged to apply.

Duty Statement – Junior Criminal Solicitor

The duties of the Junior Criminal Solicitor are to:

1) Criminal law duties

- Conduct research and analyse cases to advise clients on possible outcomes. Cases will predominately relate to summary crimes.
- Prepare and draft legal documents including legal briefs and appeals.
- Interpret laws for clients and help them understand their legal options.
- Represent clients in court with all that that entails: including, attending mentions, hearings, pleas in mitigation and submissions on sentence.
- Aim to resolve cases as quickly and favourably as possible.
- Conduct yourself in an ethical and professional manner at all times.

2) Community Legal Education

- Participate in legal education work related to the EDO CRP.
- Prepare and present papers and workshops.
- Write plain English educational materials.
- Prepare articles for EDO and external publications.

3) External relations

- Representing EDO at state and national level in public forums
- Develop and maintain effective links with the legal profession, professional bodies, community legal centres, and the private bar.

4) Administration

- Assist with office administration.
- Maintain appropriate records and files.

5) Other legal duties

Where capacity permits, provide legal services to the Principal Solicitor of the EDO office with:

- conduct research on environmental law issues to aid law reform activities and enhance community understanding of the role of environmental laws.
- generally support and assist, and work in collaboration with, the Managing Lawyer/Principal Solicitor.

6) General

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All staff have a responsibility to:

- develop and maintain a good knowledge of the EDO's role and policies
- represent the EDO in a positive and effective manner
- attend, and contribute actively and constructively at staff meetings
- share responsibility for internal housekeeping
- seek opportunities for personal and professional development, particularly related to the team and position's specific areas of responsibility
- assist in organising and supervising volunteers
- respond to requests by clients and fellow staff in a knowledgeable, professional, constructive and respectful manner
- provide accurate and timely data and information for reporting, compliance fundraising and communications purposes