



POSITION DESCRIPTION

Position Title	Solicitor - Legal Education Project Leader
Location	Darwin
SCHADS Award Level	Classification Level 4
Remuneration	Salary \$74,179.04 to \$79,807.52 (value of salary package \$83,950 to \$89,576) dependent on personal circumstances - as a Public Benevolent Institution (PBI) NAAFLS can offer up to \$15,899 per annum of the salary, Tax-free as a fringe benefit (conditions apply).
Hours of work	Monday to Thursday 8:15am – 4:30pm, Friday 8:30am – 4:00pm
Employment Type	Full-time position to 31 October 2022 <i>(then subject to future funding)</i>
Superannuation	10%
Leave Entitlement	6 weeks per annum plus 17.5% leave loading
Reports To	CLE & Law Reform Solicitor
Closing Date	17 September 2021
Special Measures	Preference will be given to Aboriginal applicants if they are assessed as suitable to perform all the duties, at a level appropriate, for the position. An applicant selected under this special measure will be required to provide evidence of their eligibility prior to commencement including a supporting statement from an appropriate Aboriginal organisation. This recruitment is intended to constitute a special/equal opportunity measure under section 8(1) of the Racial Discrimination Act 1975 (Cth) and s57 of the Anti-Discrimination Act 1996 (NT).
Information for Applicants	Email applications including a one-page summary sheet outlining how you meet the selection criteria and your current resume/cv to hr@naafls.com.au
Additional Information	HR & Operations Manager on 08 8923 8200 or email hr@naafls.com.au

Key Duties and Responsibilities:

1. Lead an assessment, among a few selected communities, aimed at improving NAAFLS' understanding of the needs, priorities and legally sound approaches to the delivery of violence prevention and child protection community education.
2. Lead collaboration with other stakeholder organisations within relevant communities to ensure broad community support of the developed education programs and approaches.
3. Based on community-based assessments, lead the development and enhancement of NAAFLS' community education program and resources.
4. Ensure community education programs and resources are well understood and effectively used by all appropriate NAAFLS staff.
5. Lead the delivery of community legal education programs.
6. Participate in development of systems to enable monitoring, evaluation and collection of statistical data to inform education work of NAAFLS.
7. Undertake other reasonable duties as directed.

Selection Criteria:

1. Hold, or eligible to hold, a practising certificate in the Northern Territory, with minimum 12 months post admission experience in the delivery of legal services in the areas of law covered by NAAFLS – family law, child protection, domestic and family violence.
2. Demonstrated ability to communicate effectively with Aboriginal people from Top End communities, including demonstrated experience in cross-cultural communication.
3. Understanding of adult learning principles and how these apply in an Aboriginal education context.
4. Proven ability to lead a project team in the delivery of timely and quality outcomes.
5. High level attention to detail and demonstrated ability to work with an electronic records management system and enter accurate and timely data and use a range of computer programs.
6. Demonstrated ability to perform as a reliable, productive and constructive team member in multi-cultural workplace.
7. High level organisational skills, demonstrating initiative and commitment to service delivery.
8. Availability to undertake overnight travel to remote communities, up to a week at a time on a regular basis.
9. Demonstrate a comprehensive understanding of confidentiality, mandatory reporting and the issues relating to family violence and child protection.
10. Ability to obtain a Working With Children Clearance (WWCC) and undergo a Criminal History Check.
11. Possess a current 'C' Class NT Drivers Licence.