

SELECTION CRITERIA / SKILLS AND CAPABILITIES:

1. Admission as a Solicitor of the Supreme Court of Queensland.
2. Post-admission experience in family law and domestic violence.
3. Hold Legal Aid Duty Lawyer accreditation.
4. High level initiative and organisational and time management skills, including the ability to work independently and as part of a team with minimal supervision in undertaking tasks and addressing challenges.
5. Demonstrated knowledge of the law and legal processes, ideally with experience providing legal services to people experiencing disadvantage and/or people who have experienced trauma.
6. Ability to deliver high quality legal advice, community legal education and legal assistance,
7. Excellent oral and written communication skills, both written and oral, including the ability to communicate sensitively and appropriately with vulnerable and disadvantaged clients, and good interpersonal skills.
8. A strong commitment to social justice principles.
9. Good understanding of the organisation and management of legal practice and the ability to manage client matters and meet deadlines.

DESIRABLE

1. Eligibility for an unrestricted practicing certificate and a minimum of 2 years' post-admission experience in legal practice, with at least 1 year in domestic violence and family law (ideal but not mandatory).
2. Experience in the use of interpreters to provide legal advice and representation.
3. High level computer skills and literacy, including MS Office, databases, office equipment, and willingness to undertake training in relevant areas.
4. Workplace flexibility, including the ability to multi-task and demonstrate teamwork in undertaking a variety of business support and administrative tasks.
5. Experience working in a community environment, either as a paid worker or a volunteer.

ADDITIONAL INFORMATION

An employee may be directed to carry out such duties as are within the limits of the employee's skill, competence and training. All employees are required to observe policies and procedures. Employment in the position will be subject to an annual performance plan and review, with initial appointment subject to a probationary period of six months.