

Role Description

Lawyer/Senior Lawyer – Elder Law

Organisation	Caxton Legal Centre
Business Unit/Practice	Family, Domestic Violence & Elder Law Practice
Location	Brisbane
Reports to	Managing Senior Lawyer – Elder Law
Award	<i>Social, Community, Home Care and Disability Services Award 2010</i>
Grade/Band	Level 5 or 6
Approved By	CEO
Date of Approval	May 2025

Overview of Caxton

Caxton Community Legal Centre's purpose is to promote and protect human rights in Queensland through access to justice. Caxton provides accessible legal information so people know their rights and can prevent or respond to legal problems. Prioritising those who experience disadvantage, trauma and marginalization, Caxton provides free, high-quality legal assistance and social supports. Caxton advocates for reform to unfair laws, policies and systems. Working collaboratively with volunteers and community partners, Caxton reaches underserved populations. We do all of this to create a more just and inclusive Queensland.

Our vision:

A just and inclusive Queensland.

Our values:

Caxton approaches people and its work in the community with a commitment to:

- Accountability and Responsibility - going above and beyond what is expected
- Compassion and Empathy - showing our genuine concern for others
- Respect – valuing all people no matter what
- Integrity - saying and doing the right thing
- Collaboration - believing in the power of working with others

Primary purpose of the role

Reporting to the Managing Senior Lawyer – Elder Law, this role is responsible for providing legal advice and casework to clients, as well as legal education and community engagement activities as a member of the Seniors Legal and Support Service team which is a multidisciplinary program using a health justice partnership approach. The role visits older persons in the community, is rostered to work some days in hospitals across the Greater Brisbane Region, provides legal assistance across a range of areas of law and conducts proceedings in QCAT, the Magistrates Court and other courts as necessary to promote the human rights of older persons who are experiencing or at risk of elder abuse.

Key accountabilities

- Deliver legal advice, casework and conduct lower court proceedings for clients of the Seniors Legal and Support Service
- Within a human rights framework, work collaboratively with the SLASS social workers to provide holistic, client-centered, trauma-informed and culturally appropriate services to older persons to enhance their decision-making agency and their safety, security and wellbeing when they are at risk of or experience elder abuse
- On a roster, attend hospitals throughout the Greater Brisbane Region to deliver legal services within a health justice partnership model
- Attend aged care facilities, clients' homes or other outreach locations to increase service accessibility
- Deliver legal education and community engagement events, participate in sector development and networking, and contribute to law and policy reform
- Provide direct supervision for restricted practitioners, paralegals, PLT students and volunteers (Senior Lawyer)
- Trouble-shoot issues related to clients accessing the service or making complaints and identifying PII issues to the Managing Senior Lawyer – Elder Law (Senior Lawyer)

Key challenges

- Working with and assisting clients with complex legal, social and health issues, including those who have experienced elder abuse
- Providing client-centered services adapted to the needs of older persons, including through appropriate and accessible communication
- Maintaining resilient, adaptable and innovative problem-solving skills in potentially urgent and complex scenarios
- Delivering and adapting legal services within a health setting and in accordance with Caxton's Practice Manual, Code of Ethics and Conduct, and SLASS HJP governance documents.
- Negotiating the lawyer and social worker relationship within a multi-disciplinary practice
- Balancing a roster of hospital work, advices, ongoing case work and community education

Key relationships

Who	Why
Internal	
• Practice Directors	• To deliver program requirements
• Managing Senior Lawyer	• For line management and day-to-day direction
• Social workers	• To provide joined-up holistic service to clients
• Client Services	• For coordination of client services
• Volunteer Coordinator	• To support the volunteer program

Role dimensions

Decision making

Identify and refer clients to the social worker as needed

Case planning of joined-up legal and social support services for clients

Advise on conflict cases and minor client complaints and escalate as required (Senior Lawyer)

Sign off on advice provided by restricted practice lawyers, PLT students and volunteers in accordance with the instrument of nomination (Senior Lawyer)

Direct reports

Nil

Budget/Expenditure

Nil

Essential requirements

- Demonstrated experience across relevant areas of law
- Demonstrated experience supervising lawyers on restricted practising certificates, PLT students or volunteers (Senior Lawyer)
- Bachelor of Laws or similar (with 5+ years post admission experience – Senior Lawyer)
- Admitted in an appropriate Australian state jurisdiction, and in the High Court of Australia
- Current Queensland Practising Certificate
- Right to work