

POSITION DESCRIPTION

Solicitor – Sexual Violence



Reporting to: Principal Solicitor

Classification: MEA 4/5

Direct Reports: Nil

Women's Legal Centre

The Women's Legal Centre (WLC) is a specialist women's community legal centre. Our vision is that women are safe, strong and in control of their lives. Our mission is to use the legal system to improve women's lives and advance gender equality.

WLC's legal practice areas include Family Law, Employment, Discrimination and Sexual Harassment, Migration and the Sexual Violence Legal Service. WLC also includes the Mulleun Mura Access to Justice Program, which is a specialist program for First Nations women, led and delivered by First Nations women.

WLC provides assistance to women, trans and gender diverse people.

WLC provides legal assistance across the spectrum of need, including legal information and referral, legal advice and representation, and litigation. We provide legal services within a feminist, trauma-informed, multidisciplinary and integrated service model that incorporates social work, cultural supports and collaborative service models, to provide wrap-around support to the most at-risk clients. WLC also prioritises working in partnership and delivering services in collaboration with health and community-based services.

WLC is committed to building community capacity to understand and respond to gender-based violence and discrimination and being a visible and strong advocate for accountability and structural reform. WLC provides expert input into law, policy development and reform, and builds capability within government and the wider community to achieve deeper systems and cultural change.

The Role

Solicitors in the Sexual Violence Legal Service (SVLS) deliver high-quality, trauma-informed legal services to women, trans and gender diverse people who have experienced sexual violence. Working within a multi-disciplinary team alongside victim advocates, solicitors provide legal advice, representation, and advocacy across criminal and civil matters, including family violence orders and restorative justice processes.

The SVLS supports clients at all stages of their matter, including via the provision of advice and representation as part of reporting to Police, participating in criminal justice processes as complainant and/or witness, and otherwise engaging in legal and quasi-legal processes, including in the context of restorative justice and sentencing.

Solicitors will contribute to the development of the SVLS practice, including identifying service gaps, supporting data integrity, and strengthening partnerships; depending on experience, they may also contribute to strategic projects and law reform initiatives.

This role is suited to practitioners with strong litigation experience and a commitment to feminist, trauma-informed practice.

Solicitors may coach and mentor junior practitioners to motivate and assist them to deliver legal services and build resilience in legal practice.

POSITION DESCRIPTION

Solicitor – Sexual Violence



Legal Advice and Case Work

- Provide high quality legal advice and casework to clients, including representation in ACT and Commonwealth courts, in criminal and civil law matters
- Support clients through all stages of criminal justice processes, including reporting, protected confidence applications, and sentencing
- Maintain technical competence in sexual assault law, family violence, and related areas
- Collaborate with and support the effective operation of the partnership with Victim Support ACT
- Work collaboratively with WLC's social workers and case workers to ensure social work and legal services are well integrated and meet client needs
- Manage your own client case load under general supervision
- Adopt and implement trauma informed best practice principles in legal service delivery
- Ensure all legal service data collection is accurate, comprehensive and informs practice and advocacy
- Perform other duties within your capabilities as directed

Stakeholder Engagement

- Work in close collaboration with victims advocates to support clients in line with the integrated service model
- Represent WLC in a variety of public forums to promote the work of WLC
- Develop relationships across legal, community and health services to support responsive service delivery to clients and appropriate and effective referrals
- Collaborate with other agencies to deliver outcomes for clients

Organisational Responsibilities

- Work in alignment WLC values and policies
- Participate in regular supervision and performance reviews
- Participate in reflective practice, clinical debriefing and other staff wellbeing and resilience initiatives
- Be responsible for applying WHS to daily tasks performed in the workplace, report all matters beyond your authority and take all practical measures to ensure that your workplace is safe and without risk to health or property
- Undertake ongoing professional development in consultation with supervisor
- Attend and participate in regular staff meetings, planning days and other organisational initiatives

POSITION DESCRIPTION

Solicitor – Sexual Violence



Position Requirements

The information below describes the capabilities that are required to perform the duties and responsibilities of the position.

Qualifications

1. Tertiary qualifications in law from a recognised institution
2. Hold a restricted ACT Practising Certificate
3. Current Working with Vulnerable People (WwVP) clearance

Professional / Technical Skills and Knowledge

1. Up to 5 years PQE
2. Developed skill and technical competence in relation to Australian and ACT law and using the legal system to deliver outcomes responding to sexual, domestic and family violence
3. High level ability to analyse issues, resolve problems and contribute to process improvement
4. High level technical and digital literacy

Behavioural Capabilities

1. Ability to work in a trauma-informed practice
2. Developed organisational skills, including the ability to effectively manage multiple tasks, determine priorities and meet deadlines
3. Developed written and verbal communication skills
4. Initiative, sound judgement and the capacity to respond to requests for assistance while working in a team environment
5. Ability to work with people experiencing physical or mental illness, and people from disadvantaged or culturally and linguistically diverse backgrounds
6. Ability to prioritise self-care for mental health and wellbeing