



Paralegal

About NTSCORP Limited

NTSCORP Limited (**'NTSCORP'**) fulfils the functions of a Native Title Representative Body in NSW and the ACT. We are funded by the Federal Government to assist Traditional Owners in pursuing their native title rights. We provide a comprehensive and diverse range of services in fulfilling our statutory functions under the *Native Title Act 1993* (Cth).

NTSCORP is proudly lead by a majority Aboriginal board and an Aboriginal CEO. Our vision is to promote social justice and economic, cultural and social independence for the Traditional Owners of lands, waters and seas through native title and other related purposes.

NTSCORP is a community legal service which aims to deliver a high level of services to Aboriginal groups engaged in native title litigation and related processes, including future act negotiations and support to native title prescribed bodies corporate (*PBCs*). The NTSCORP team is multidisciplinary, comprising Aboriginal community facilitation officers, lawyers, anthropologists and historians and corporate staff. Our service delivery is focused on producing high quality legal and corporate governance advice to native title claimants and native title holders, PBCs and Traditional Owners in a culturally appropriate manner.

About the role

An exciting and challenging opportunity has arisen for a **part time Paralegal** to join NTSCORP's Legal Team. You will be working with a dedicated and collaborative team in a dynamic environment, with flexible conditions and generous leave provisions. NTSCORP is a public benevolent institution which can offer a fringe benefit tax arrangement. The position is based in Redfern, NSW and involves travel to regional NSW and ACT.

In this role, you will be a part of a team who:

- Prepares and prosecutes native title claims and compensation claims in New South Wales and the Australian Capital Territory, including representing native title groups in negotiation, mediation and litigation;
- Represents native title claimants, native title holders and corporations in negotiating Indigenous land Use Agreements (*ILUAs*) and other agreements with various stakeholders including mining companies, government departments and local governments;
- Notifies Traditional Owners of activities which may impact their native title rights or cultural heritage and advocates for them based on their instructions;
- Provides advice and assistance to native title holders, native title claimants and native title corporation directors on corporate structures and governance;

- Prepares policy submissions for legislative reform in the context of native title, Aboriginal cultural heritage reform, environmental and natural resource management and use.

Applicant's requirements

- Currently undertaking a tertiary qualification in law or has graduated with a tertiary qualification in law;
- High level oral and written communication skills;
- Capacity to work in a multi-disciplinary team environment;
- Demonstrated commitment and initiative;
- Knowledge of and genuine interest in native title;
- Knowledge and understanding of the issues that affect Aboriginal societies and culture;
- Computer skills; and
- Drivers licence and willingness to travel.

Applicants are required to provide:

1. A **cover letter** attaching their curriculum vitae. The cover letter should specify the number of days the Applicant is interested in working.; and
2. A **concise application** addressing the applicant's requirements.

For further information, please contact Sandy Chalmers at schalmers@ntscorp.com.au or on 02 9310 3188.

We will fill the position as soon as we find the right candidate and applications will be reviewed on a rolling basis.

All applications must be received by close of business on **22 September 2026**.

Aboriginal and Torres Strait Islander applicants are strongly encouraged to apply.