



AustLII Foundation Limited

Software Engineering Manager

POSITION DESCRIPTION

1. POSITION SUMMARY

AustLII is the largest free-access provider of online Australian legal materials and is one of the largest providers of worldwide free-access legal content. AustLII provides access to over 1000 databases of Australasian legal materials, hosts more than four million searchable documents and receives over 1,000,000 hits daily from diverse user groups. AustLII's core mission is to improve access to justice through better access to public legal information, encompassing primary materials such as legislation, treaties, and court decisions, as well as secondary materials like law reform reports and law journals.

The **Software Engineering Manager** is a newly established position, responsible for establishing and implementing AustLII's software engineering strategy, centred on engineering solutions, application development and user centred experiences that advances AustLII's mission of providing free access to legal information.

The position will define technical initiatives and deliverables to inform the planning and priorities of the Software Engineering team. It will provide practical leadership to the Software Engineering team, directing and guiding people and projects and building team capability. The position will actively contribute to software architecture, design and development while overseeing the quality and delivery of large-scale legal information, search and AI-enabled platforms and services. The position provides senior technical expertise to establish engineering practices, delivery disciplines and standards that support secure, scalable and sustainable software solutions.

The position is also responsible for establishing a culture of collaboration, innovation and trust across the organisation.

The Software Engineering Manager reports to the Managing Director, AustLII and has a team of direct reports including Full Stack Developer/Engineers, Backend & Systems Developer/Engineers, UI/UX Designer & Developer.

2. KEY ACCOUNTABILITIES

- Establish and implement AustLII's Software Engineering strategy, setting the direction for software engineering, application development and user centred digital experiences aligned with AustLII's strategic objectives and future growth.
- Develop and maintain a clear Software Engineering roadmap that translates organisational priorities into sequenced technical initiatives, identifying key deliverables, dependencies, constraints, risks and success measures to support reliable, scalable and sustainable software solutions and improved user outcomes.
- Lead, coach and develop the Software Engineering team, setting clear expectations, supporting capability development and fostering a collaborative, accountable and high-performing team environment.

- Coordinate work and project activities across the team to ensure the effective delivery of software and application solutions, including experience design, development, integration, testing and deployment.
- Provide senior technical leadership and maintain an active contribution to software architecture, design, development and delivery, with a focus on platform reliability, performance, security and operational readiness. Guide technical decisions, project and release management, monitoring and incident response to support effective software and application outcomes.
- Establish and maintain software engineering standards, development practices and quality controls that promote secure and reliable software solutions. Promote effective documentation, testing, automation, continuous integration and deployment practices, and ongoing improvement of development workflows.
- Work collaboratively with other technical managers to set shared priorities and coordinate cross-functional delivery. Contribute to organisational planning, policy development and other initiatives.
- Ensure effective internal communication within and across technical teams by establishing clear communication channels, sharing timely and relevant information, clarifying priorities and supporting a consistent understanding of organisational goals.
- Report on the operations and emerging issues related to the Software Engineering team to the Managing Director, providing clear analysis and recommendations to support strategic oversight and informed decision-making.
- Lead and promote a culture of collaboration across the organisation, embedding partnering practices that engender trust, transparency and alignment across the technical functions.

In addition to the above, all AustLII team members are expected to undertake the following:

- Perform any other duties as required and appropriate to this position;
- Support colleagues and contribute flexibly across team activities as needed to achieve shared goals;
- Use resources responsibly to deliver efficient outcomes;
- Share knowledge, insights, and lessons learned with peers, ensuring information is well documented and accessible;
- Comply with relevant EEO and WHS regulations.

3. POSITION ATTRIBUTES

- **Decision-Making and Accountability:** Operates with substantial independence under broad direction and exercises sound judgement in determining technical approaches, delivery priorities and operational decisions. The incumbent is expected to make significant decisions regarding software architecture, engineering standards, implementation methods, technology adoption and platform operations where precedent may be limited or evolving.
- **Impact and Influence:** Decisions directly affect the performance, reliability, security, usability and long-term sustainability of AustLII's platforms and services. The role influences engineering practices, technology direction and delivery outcomes, contributing significantly to AustLII's ability to provide free and effective access to legal information.
- **Problem Solving and Complexity:** Resolves complex and often ambiguous technical, operational and organisational challenges across software platforms and their interfaces with data, infrastructure, search technologies and AI-enabled services. Requires the ability to balance immediate operational needs with longer-term strategic, architectural and service considerations while identifying

opportunities for innovation and improvement. Identifies and resolves delivery barriers to keep the team on track to deliver goals.

- **Communication and Collaboration:** Builds productive relationships across teams and disciplines, negotiates priorities and facilitates informed decision-making to ensure software delivery aligns with organisational objectives. Addresses friction early and supports the resolution of conflicting priorities. Communicates complex technical concepts effectively and supports collaboration across engineering, infrastructure, data and content functions to achieve shared outcomes.

4. QUALIFICATIONS AND EXPERIENCE

- A postgraduate qualification in Software Engineering, Computer Science or a related field with extensive subsequent experience in software engineering and team leadership; or an equivalent combination of extensive hands-on enterprise software development experience and proven team management experience.
- Demonstrated experience leading, coaching or mentoring engineering teams, providing technical direction, conducting code reviews and supporting delivery of complex software projects.

5. KNOWLEDGE AND SKILLS

- **Leadership and People Management:** Demonstrated experience leading and developing software engineering teams within complex technology environments. Proven ability to build collaborative, high-performing teams, foster a positive and inclusive culture, support professional development, and establish effective working relationships across organisational boundaries.
- **Software Engineering and Platform Delivery:** Strong background and current practical capability in software engineering, with demonstrated experience delivering and supporting large-scale software, information or data-intensive platforms in Linux-based environments. Proven capability across software architecture, application development, APIs, databases, software testing, automation, DevOps practices and the full software development lifecycle. Experience managing technical delivery, priorities, risks and dependencies in complex environments.
- **Legal Information Systems, Search and Emerging Technologies:** Knowledge of legal information systems, search technologies, information retrieval systems, database platforms, AI, machine learning, natural language processing, large language models and related emerging technologies. Ability to evaluate technology options and guide the practical application of new capabilities to improve services, efficiencies and user outcomes. Experience with legal, academic or information-intensive environments is highly desirable.
- **Engineering Governance and Operational Excellence:** Strong understanding of software engineering governance, security, privacy, accessibility, quality assurance and operational risk management. Demonstrated ability to establish standards, controls and development practices that support secure, reliable, maintainable and sustainable software platforms and services.
- **Communication and Collaboration:** Highly developed communication, stakeholder engagement and relationship management skills. Demonstrated ability to explain complex technical concepts to both technical and non-technical audiences, build consensus across multidisciplinary teams, and translate organisational objectives into practical technical outcomes.

6. APPROVAL

Approved by: Managing Director, AustLII Foundation
Date: September 2026