

Duty Statement

Agency	Legal Aid NT	Work unit	Social Support
Job title	Aboriginal Support Officer	Designation	Administrative Officer 5 (AO5)/ Professional 2 (P2)
Job type	Full Time	Duration	2 Years
Salary	\$93,674 - \$114,104 plus superannuation (salary packaging options available)	Location	Darwin
Position number	Supernumerary	Closing	10am Friday, 16 October 2026
Contact Officer	Human Resources on 08 8999 3000 or recruitment@legalaid.nt.gov.au		
About the agency	www.legalaid.nt.gov.au		
Apply online	Please submit applications to recruitment@legalaid.nt.gov.au		

Information for applicants

To be considered for this position, applicants must attach a resume, a statement addressing the selection criteria (maximum 2 pages), and copies of any relevant qualifications.

Inclusion and diversity

Legal Aid NT values diversity. We encourage people from all diversity groups to apply for vacancies and accommodate people with disability by making reasonable workplace adjustments.

This is an Identified position and only available to Aboriginal and Torres Strait Islander applicants.

About Legal Aid NT

Legal Aid NT is an independent statutory authority established under the *Legal Aid Act 1990 (NT)* (The Act). Our purpose is to ensure that people in the Northern Territory understand their legal rights and people experiencing disadvantage to have access to quality legal services, and to uphold a fair Northern Territory and national justice system.

Primary objective

Under the supervision of the Manager – Social Support, this role will address barriers to accessing legal and social support services for young people and adults experiencing vulnerability. The Aboriginal Support Officer will align particularly with the Legal Aid NT values of social justice and integrity and work closely with all staff in the Darwin office to ensure clients accessing the services of Legal Aid NT are supported.

Key duties and responsibilities

1. Provide culturally appropriate short-term casework support to clients, including establishing goals, building rapport and making appropriate referrals to relevant internal and external support services, community and family networks.
2. Address immediate needs as they arise in court and clinic settings including supporting clients in accessing legal and social supports, assessing risk and establishing safety plans.
3. Undertake preventative legal support, including supporting family and community members' inclusion and navigation of court, advice clinics and other legal processes.
4. Support the provision of community legal education, ensuring the material being delivered is culturally safe and appropriate.
5. Provide case consultation to solicitors and allied team members relating to Aboriginal perspectives and cultural issues affecting represented people.
6. Engage in and contribute to practice support and team activities as outlined in the social support manual, including supervision, case consultation and reflective practice sessions.
7. Work collaboratively with the Manager – Social Support, the social support leadership team and other social support team members across Legal Aid NT in reviewing practice and further developing policy and procedures.
8. Undertake other duties as reasonably required.

Selection criteria

Essential

1. Qualifications*or minimum five years' experience directly related to increasing access and equity within justice or social support systems, in particular by establishing culturally appropriate assistance.
2. Knowledge and understanding of contemporary Aboriginal and Torres Strait Islander culture and the issues affecting this client group, their families and communities living in the Northern Territory.
3. An in-depth knowledge of Northern Territory law and justice issues and how they impact Aboriginal people.
4. Experience in providing casework and practical support, drawing on a human-rights based approaches, social and emotional wellbeing frameworks and other constructs of connection to family, culture and wellbeing to support client goals and address root causes of crime.
5. Demonstrated experience in liaising with agencies such as emergency housing, rehabilitation, emergency relief and community corrections as well as knowledge of local Northern Territory non-government services and communities.

6. Ability to build and maintain working relationships with internal and external stakeholders including other service providers and government agencies to achieve outcomes for Legal Aid's clients.
7. Good oral and written communication skills including an ability to write accurate case notes, communicate with people who are experiencing distress and exercise discretion when handling sensitive information.
8. Ability to use a variety of IT software to record case notes and complete electronic forms.
9. Commitment to legal aid values and an understanding of Northern Territory justice issues and the legal assistance sector.

Desirable

1. Skills and experience working in multi-disciplinary teams, providing input to case review meetings and presenting reflections on practice, supporting whole team development.

Further Information

- The successful applicant will be required to obtain and maintain a Working with Children Clearance notice and undergo a criminal history check. A criminal history will not exclude an applicant from this position unless it is a relevant criminal history.
- The successful applicant must hold a current NT 'C' class driver's licence or the ability to obtain as per the requirements of the NT Motor Vehicle Registry (MVR) Road Users' Handbook.
- This position is identified for an Aboriginal and/or Torres Strait Islander person and is intended to constitute a special measure under section 8(1) of the *Racial Discrimination Act* 1975 (Cth) and section 57 of the *Anti-Discrimination Act* (NT).

***Professional qualifications**

- To be considered for the position in the professional (P2) stream, qualifications must provide eligibility for membership to the Australian Association of Social Workers, Community Work Australia or relevant professional association.