

Managing Solicitor, Domestic Violence Legal Unit

Specified Calling Level 5/6 – Family Law Division – (16200101)

Perth Office

Job Description

This position manages the budget, staff and day to day operations of the specialist Domestic Violence Legal Unit (DVLU), provides legal advice and representation on complex family violence client matters, provides high level advice and information to, and collaborates with, internal and external family violence stakeholders, and has significant leadership and management responsibility within the Family Law Division.

About Legal Aid Western Australia

Legal Aid Western Australia provides information and resources to assist the community with their legal concerns and offers a range of services aimed at target groups or individuals with particular legal problems. Through our nine regional offices and main office in Perth and working in partnership with private practitioners and other service providers, we are committed to providing equitable access to services, regardless of regional and time constraints.

Assistance is designed to help people resolve their problems at the earliest opportunity, to improve their access to the law, to avoid unnecessary litigation, and to ensure that legal representation is in keeping with community expectations of fairness.

Vision, Mission and Values

Vision

Equitable access to justice to support a fair and safe community

Mission

To assist the community by providing quality and timely legal help to those who need our assistance

Core Values

Making a difference We are committed to helping people understand and protect their rights

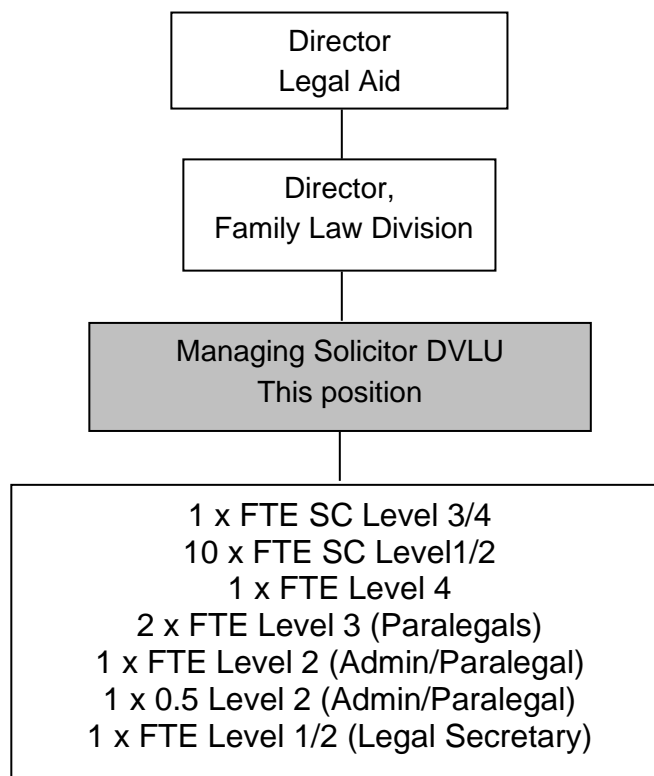
Client-centred We put clients at the centre of everything we do

Respect We care about our clients and the community in which we live

Innovation We are committed to continuous improvement

Transparency We are an open and accountable organisation

Reporting Relationships



Scope of Duties

- Manages and leads the specialist Domestic Violence Legal Unit team to deliver specialist Legal Aid services in accordance with budget requirements and in line with service delivery performance indicators.
- Sets strategic priorities for DVLU and contributes towards strategic planning for the wider Family Law Division. Works collaboratively as a pro active member of the Family Law Practice management team.
- Manages and provides direct supervision, coaching, development and performance feedback to DVLU staff including lawyers, paralegals, administrative/secretarial, social support staff and volunteers.
- Provides legal advice and representation on matters of factual and/or legal complexity.
- Liaises, advises, builds collaborative relationships and contributes to legal service, law reform and policy development with internal and external family violence stakeholders.
- Develops and delivers training on FVRO and Family Violence related matters to internal and external staff/stakeholders.

Selection Criteria

Only the criteria in bold must be addressed in applicant's written application and resume. These and the remaining selection criteria will be assessed through interview or alternative selection methods.

ESSENTIAL

- Considerable post admission experience.
- **Ability to lead and manage a team. Experience in supervising and developing teams.**
- Ability to conduct litigation, including complex restraining order matters and appeals.
- Significant advocacy experience.
- **Ability to draft and analyse complex reports.**
- **Significant experience in working with clients in family violence and demonstrated advanced understanding of family violence theory, impacts, practice issues and dynamics.**
- Excellent written, oral and interpersonal communication skills.
- **Ability to develop relationships, collaborate with internal and external stakeholders and contribute to legal and family violence service, referral, law reform and policy development.**

ESSENTIAL REQUIRED CORE COMPETENCIES

These are essential criteria for all Legal Aid WA positions. Refer to Core Competencies Matrix in Application Guidelines.

- **Committed to the principles of social justice.**
- Values people, partnership and teamwork.
- Willingness to learn and share knowledge with others.
- **Outcome and service focused.**

QUALIFICATIONS:

ESSENTIAL

- Degree in Law or equivalent.

- Admitted, or eligible for admittance to practice in the Supreme Court of Western Australia.

Remuneration Information.

Terms, Conditions and Benefits

- Full Time Position. Perth CBD.
- Salary Range: Government Officers Salaries Allowances and Conditions Award 1989 – Public Service and Government Officers CSA General Agreement 2017. Specified Calling Level 5 - \$140,046 - \$151,940 gross per annum, Specified Calling Level 6 - \$160,164 - \$172,055 gross per annum.
- Benefits: 9.50% employer superannuation contributions paid to GESB or the superannuation scheme of your choice. Annual Leave Loading up to a maximum of \$1761.80 per annum pro rata.
- Excellent salary packaging scheme. Subject to the requirements of relevant taxation legislation, rulings and determinations, employees of Legal Aid WA are able to salary package a percentage of base salary as a combination of “cash” and benefit items. Non-cash benefit items include: superannuation, lease of motor vehicle for private use, home mortgage payments, home rental payments, school fees, health and life insurance, living expenses and meal entertainment.
- Flexible work arrangements.
- Family friendly work environment, including a dedicated Family Room.
- Modern, recently refurbished office space.
- 37.5 hour working week; four weeks Annual Leave per year; 15 days Personal Leave per year (Sick & Carer’s); 2 Public Service Holidays per year; options for purchased leave arrangements.
- Fully subsidised annual CPD training and relevant professional memberships. In addition, learning and professional development and study leave opportunities are available.
- Social Club, which operates from the Perth Office.