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# Senior Litigation Lawyer - Policing Family Violence

## Position Description

### 1. Overview of Flemington Kensington Community Legal Centre Inc.

The Flemington & Kensington Community Legal Centre Inc. (FKCLC) seeks to ensure that people in the community have equal access to justice. We provide free legal advice and casework service to community members, community legal education to groups and local agencies, a migration advice service and a specialist Police Accountability Project which advocates for victims of human rights abuses by police.

#### About the FKCLC Police Accountability Project

The Police Accountability Project (PAP) is a state-wide specialist and innovative legal practice located within the Flemington & Kensington Community Legal Centre, taking the lead in police accountability law and strategies. By providing victim centered remedies, strategic litigation, evidence based research, community support, policy and law reform, the Police Accountability Project aims to drive the political, cultural and systemic change required for true police accountability.

#### About the Policing Family Violence Project

The *Policing Family Violence: Changing the Story* project is an integrated partnership project which drives collaborative, sector-based advocacy for law reform and police accountability. It combines legal assistance and outreach support directly to family violence survivors experiencing police duty failures, documenting evidence and conducting multi-level strategic advocacy and legal education. It is funded via the Legal Service Board Victoria and the Integrated Services Fund (VicGov).

### 2. Purpose of the Role

The *Senior Litigation Lawyer* will drive and coordinate strategic, public interest litigation for family violence survivor/victims experiencing police duty failures. This includes where police family violence interventions fail to protect or cause harm. The lawyer will provide high-level civil litigation advice, legal assistance and court representation to family violence survivors who are looking to take legal action against Victoria Police. They will be working on select test cases that expand the law in this area.

The solicitor plays a central role in maintaining and building relationships with pro-bono partners and barristers as well as inform, support and participate in collaborative sector advocacy for systemic police accountability and just outcomes for survivors.

The *Senior Litigation Lawyer* will be a committed and experienced lawyer with a passion for systemic and survivor-centric advocacy and social change, supporting survivors in achieving police accountability. They will work closely with the *Advocacy Coordinator* and the whole Police Accountability Project team to monitor and address issues or challenges as they arise and ensure the overall success of the project.

### 3. Employment Conditions

#### Hours and contract

This is a four-day (0.8EFT or 30 hour per week) part-time contract position. The position is a 12-month contract with the possibility for extension pending funding. Days and hours of work are negotiable and will require flexibility and include some out of hours work. Family friendly, flexitime and time in lieu arrangements are available.

### **Salary**

\$95,978 (pro rata), plus employer funded superannuation (10%) and the benefits of tax-free salary packaging (up to \$15,900).

### **Award**

Wages and conditions are based on the [Social, Community, Home Care and Disability Industry Award 2010 \(SCHADS Award\)](#) the *Community Legal Centres Multi Business Agreement 2006 – 2009*.

### **Superannuation**

The superannuation contribution payment provided by the *Superannuation Guarantee (Administration) Act 1992* (Cth) will be paid in addition to your wages into an approved scheme.

### **Portable Long Service Leave.**

Eligible FKCLC staff are registered with the Portable Long Service Leave Authority (PLSA) and the Centre contributes to the scheme.

### **Location**

Based in Kensington. Melbourne metropolitan.

This position will require some travel to attend meetings, court hearings, outreach, training etc. Travel costs will be reimbursed. If a private car is used then comprehensive insurance is required.

### **Characteristics of this role**

All staff contribute to decision making, planning and policy development via staff meetings and exercises some managerial responsibilities for the centre.

The *Senior Litigation Lawyer* is a specialist role under the supervision of the *Police Accountability Principal Solicitor*, working collaboratively with a sector-based working group and with limited direction while also assisting in the development of operational policies and practices.

## **4. Responsibilities**

- Provide advice and representation in strategic, public interest civil litigation for family violence survivors experiencing police duty failures and/or police accountability issues. This will include taking instructions, legal research, merits assessment, case coordination, negotiations and referrals;
- Work closely with the *Advocacy Coordinator- Family Violence* and the *Outreach Support Worker*, located at a project partner organisation, to support survivors in a holistic way throughout the legal process as well as when undertaking media and public advocacy;
- Undertake outreach and drive sector education to encourage appropriate civil litigation referrals;
- Contribute to, inform and help drive collaborative sector advocacy to improve police accountability and achieve better outcomes for survivors;
- Supervise civil litigation casework undertaken by secondees, volunteers and junior lawyers and support other solicitors within the Police Accountability Project legal practice;

- Manage and build strong and effective relationships with pro-bono partners, law firms and barristers and other organisational supports;
- Liaise regularly with project partners, public institutions, partner law-firms and barristers including on client referrals, trends and key findings from the work;
- Attend FKCLC staff and Police Accountability Team meetings.

## **5. Organisational relationships**

- Work within the Police Accountability Project team closely with the *Police Accountability Principal Solicitor* as well as the *Advocacy Coordinator* and other key partner agency staff;
- Supervise volunteers, secondees and junior lawyers.

## **6. Extent of authority**

- This position exercises a high degree of autonomy;
- This position supervises other staff;
- Manages their own work area and shares numerous managerial functions with staff team.

## **7. Requirements of the position: (Selection Criteria)**

### ***Skills, knowledge, experience***

- 1) At least 4 years post-admission experience in legal casework, preferably in personal injury litigation;
- 2) Strong and demonstrable commitment to supporting family violence survivors, police accountability, social justice, community development and the aims of the Police Accountability Project;
- 3) Demonstrated understanding of and an ability to practice feminist and trauma-informed approaches when working with survivors of family violence;
- 4) Ability to work in a multidisciplinary team across organisations, manage key external relationships and work in collaboration with a range of stakeholders;
- 5) Excellent interpersonal and communication skills;
- 6) Strong writing, editing and research skills;
- 7) Knowledge and experience in working with criminalised and racialised clients and culturally diverse communities, particularly those of refugee and migrant backgrounds;
- 8) Ability to control and coordinate work area, with high levels of reliability, set priorities, work with limited direction and seek support when required;
- 9) Demonstrated abilities in supervising and supporting other staff in a legal environment;
- 10) Demonstrated computer skills within a legal practice environment.

## 8. Pre-requisites

- A tertiary legal qualification with substantial experience;
- An unrestricted Practising Certificate.

### *Desirable (but not essential)*

- Previous experience in the Community Legal Sector;

Please note that Indigenous or CALD candidates are strongly encouraged to apply, as are people with lived experience of family violence and/or the police complaints system.

## 9. How to Apply

All applications must address selection criteria 1, 2, 3, 7, 8 and 9 and include a current CV.

### Reference Checks

Three referees will be required. Each referee must be in a position to comment knowledgeably about the applicant's recent work performance. Personal referees are not appropriate.

### Additional Information

- Only applications addressing the key selection criteria will be considered
- Responses to key selection criteria are to be **no more than 2 pages** in length

If additional information is required contact Anthony Kelly, Executive Officer, on 03 9376 4355.

### Applications

Applications should be marked as confidential and submitted via:

#### Post

Anthony Kelly  
Executive Officer  
Flemington Kensington Community Legal  
Centre  
PO Box 487 Flemington  
3031

#### Hand Delivery

22 Bellair Street  
Kensington

**Fax** 03 9376 4529

**Email** [ceo@fkclc.org.au](mailto:ceo@fkclc.org.au)

**The position has no closing date. Please apply as soon as possible and all applicants will be notified of next steps.**

Senior Litigation Lawyer Policing Family Violence - signature		Date	
Executive Officer 's signature		Date	