



**Northern Territory
Legal Aid Commission**

First Nations Services Project Officer

- **Administrative Officer 6 (AO6) \$92,620 - \$103,538 - plus Superannuation**
- **2 Year Contract**
- **Darwin**

About the Northern Territory Legal Aid Commission:

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

About the role:

Under the supervision of the Deputy Director, the First Nations Services Project Officer will undertake a two year project to enhance NT Legal Aid's strategic and operational activities as they relate to service delivery to Aboriginal and Torres Strait Islander people.

This role will include the development and review of frameworks, policies, and procedures at an operational level, including service provision and employee recruitment, development and retention.

About you:

You will have excellent interpersonal and communication skills with a demonstrated ability to engage and build collaborative relationships with a range of internal and external stakeholders and to communicate effectively and respectfully with people from diverse backgrounds.

You will have a good understanding of culturally safe and appropriate employment, development and retention strategies and practices in the workplace. Have the ability to develop and implement strategic projects and practice management procedures, policies and standards that support and improve the delivery and quality of legal and social support services.

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).

Employee benefits:

NT Legal Aid offers attractive employment benefits such as 6 weeks annual leave and salary packaging options. Whilst the work is challenging, you will be rewarded with a culture that is focused on meeting the legal needs of vulnerable people in the Northern Territory.

How to apply:

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

Applications must be submitted by email to recruitment@legalaid.nt.gov.au by **4pm Thursday, 27 October 2022**.

Further Information:

A duty statement, including selection criteria can be obtained from www.legalaid.nt.gov.au

Further information on the role, please contact Human Resources on 08 8999 3000 or recruitment@legalaid.nt.gov.au

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