

POSITION TITLE:	Senior Solicitor
POSITION LOCATION:	Warrnambool – travel throughout the Wimmera South West DHHS region and to Melbourne may be required
CLASSIFICATION:	Social, Community, Home Care and Disability Industry Award 2010. Level 7 - 8. Pay Point dependent on skills and experience
REPORTS TO:	Principal Solicitor
TEAM:	Legal Services Team
EMPLOYMENT:	Part time or full time (0.8 FTE - 1.0 FTE)

OUR ORGANISATION

Emma House Domestic Violence Services Incorporated (EHDVSI) was established in 1979 and provides support and assistance to women and children who are experiencing, or who have experienced family violence. It is the primary specialist family violence service for South West Victoria. Our range of services can include crisis response, legal advice and representation, accommodation and/or outreach services, all of which are high quality and contemporary best practice models of service delivery.

EHDVSI is a feminist organisation, and our aim is to provide an empowering, respectful and culturally sensitive service committed to best practice. The EHDVSI hope is for a society where women and children live free from family, domestic or intimate partner violence in all its forms, and we work towards this each day.

POSITION SUMMARY

The Senior Solicitor will bring expertise in family violence jurisdiction and family law, and work closely with the Principal Solicitor to integrate the legal program into all areas of EHDVSI, to improve access to justice for women and children experiencing family violence.

The Senior Solicitor will lead complex legal matters and participate in systemic change activities as instructed by the Principal Solicitor, such as advocacy, policy development and community legal education.

KEY RESPONSIBILITIES

The Senior Solicitor will be responsible for undertaking the following duties:

1. Work with the Principal Solicitor to provide leadership to the team of solicitors.
2. Assist the Principal Solicitor in the provision of legal education programs to professionals and members of the community that encourage greater awareness of legal rights and responsibilities as well as access to the legal system.
3. Provide and participate in internal training sessions for lawyers including for clinics and forums for lawyers.
4. Deliver high quality representation in complex legal matters.
5. Participate in systemic change work as instructed by the Principal Solicitor, such as advocacy and policy development, strengthening of pro bono models of support, legal research and community legal empowerment and education.
6. Perform other duties as directed by the Principal Solicitor or Executive Officer.

KEY SELECTION CRITERIA

1. Substantial knowledge and experience in the law and relevant court procedures with a focus on the family law and family violence jurisdiction.
2. Possession of a client focused approach that facilitates empowerment and independence for women, and safety and security for service users and their children.
3. Ability to work as an effective team member and leader.
4. Demonstrated competence in advocacy before administrative decision makers and/or courts.
5. Good interpersonal skills and the capacity to communicate effectively with clients who are socially and economically disadvantaged.
6. A commitment to working collaboratively with others towards a trauma informed integrated legal practice.
7. A knowledge of the broader service offering of Emma House and a commitment to our vision and values.
8. Demonstrate an understanding of the role of external organisations and other stakeholders in the delivery of Emma House's services.
9. Willingness to travel to outreach locations in Hamilton and Portland as required.

QUALIFICATIONS

- A current Victorian Practising Certificate
- Entitlement to practise in federal courts and courts exercising federal jurisdiction (entry on the High Court's Register of Practitioners)
- At least four years post admission experience.
- Current Victorian Drivers Licence
- Current satisfactory Police Records check
- Current Working with Children Check

Child Related Precautions

EHDVSI has an obligation to offer a safe environment for children and is required to ensure all employees are appropriately screened before working with children. Screening occurs via the mandatory Working with Children Check Act (2005), whereby all employees must have received a satisfactory assessment before employment can be confirmed, a satisfactory police record check, the interview process, whereby an applicant's personal and professional interest in working with children may be explored, and the referee check process, whereby information will be sought regarding an applicant's history regarding working with children

Other

EHDVSI acknowledges **Aboriginal and Torres Strait Islander people** as the traditional custodians of the land on which we operate. We commit to working respectfully to honour their ongoing cultural and spiritual connections to the country.

EHDVSI actively values and **promotes diversity and is committed to being inclusive and respectful to all**. We welcome application from women and people who identify as women who are Aboriginal, members of the LGBTIQ+ community, from culturally and linguistically diverse backgrounds and women of all abilities.

AUTHORISED BY:

NAME: Sulaika Dhanapala
POSITION: Acting CEO
DATE: September 2022