



Agency	Northern Territory Legal Aid Commission	Work unit	Criminal Law Practice
Job title	Managing Criminal Solicitor	Designation	Senior Professional 1 (SP1)
Job type	Full Time	Duration	12 Months
Salary	\$123,559 - \$130,369 plus Superannuation (salary packaging options available)	Location	Katherine
Position number	011279	Closing	4pm Friday 21 April 2023
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 and a statement addressing the selection criteria (maximum 2 pages).

Inclusion and diversity

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.

About NT Legal Aid

The Northern Territory Legal Aid Commission (NT Legal Aid) is an independent statutory authority established under the *Legal Aid Act 1990* (The Act). 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.

Primary objective

The Managing Solicitor will be responsible for management and coordination of the Katherine Office including representing NT Legal Aid as appropriate at regional activities and supervision of solicitors and administrative staff. The Managing Solicitor will also undertake work as a criminal lawyer.

Key duties and responsibilities

1. Provide high quality management of NT Legal Aid's Katherine Office, including staff supervision, training, and practice management, contributing to the efficient administration of NT Legal Aid.
2. Maximise the quality, efficiency, effectiveness, and availability of legal assistance provided by staff in the Katherine Criminal Law Practice by continuing to develop and implement practice management procedures, policies, and standards of NT Legal Aid in the Katherine Office.
3. Provide high quality legal advice and representation in Northern Territory courts for clients charged with criminal offences in a broad range of criminal law areas.
4. Develop and maintain relationships with other legal practitioners in the Katherine Region, the NT DPP, the Supreme and Local Courts in the Northern Territory, and other relevant networks to ensure NT Legal Aid remains responsive and proactive in meeting legal needs in the Katherine Region of the Northern Territory.
5. Develop and implement training and development plans for staff in the Katherine Criminal Law Practice as required.
6. Ensure compliance with the *Legal Profession Act (NT)*, the *Legal Aid Act (NT)*, the NT Legal Aid Guidelines, the National Partnership Agreement and funding arrangements for the provision of legal services.
7. Show leadership in fostering, developing, and maintaining professional, ethical, respectful, supportive and safe practices within the Katherine Criminal Law Practice in dealings with clients, colleagues and other agencies.
8. Promptly report to the Managing Practitioner of the Section of any incidents or conduct involving staff in the Katherine Office which appear to give rise to any disciplinary action, complaint, grievance, or workers compensation claim or may necessitate notifying NT Legal Aid's Professional Indemnity or Public Liability Insurer.
9. Represent the Katherine Criminal Law Practice at internal NT Legal Aid meetings and meetings with external agencies as required.
10. Contribute to policy and law reform proposals relating to criminal law in the Northern Territory as relevant.
11. Contribute to the efficient administration of NT Legal Aid.
12. Other duties as required.

Selection criteria

Essential

1. Admission (or eligibility for admission) as a legal practitioner in the Northern Territory.
2. Significant experience in the practice of criminal law including extensive advocacy experience.
3. Demonstrated staff and practice management experience, including capacity to supervise and train professional staff, and manage change.

4. Ability to provide leadership in the provision of legal assistance to disadvantaged people in the criminal justice system.
5. An understanding of the issues affecting the disproportionate involvement of First Nations people in the criminal justice system, including a demonstrated empathy and sensitivity to First Nations people, history, and culture.
6. Demonstrated high level organisational skills, high level initiative, ability to work unsupervised and to manage competing demands.
7. Excellent communication skills, including the ability to communicate effectively with staff, external stakeholders' clients with complex needs and people from diverse backgrounds.
8. Ability to establish and maintain a cooperative and productive work environment with a diverse team of legal and non-legal staff.
9. A comprehensive understanding of the issues affecting vulnerable people in the justice system and potential practical, policy and law reform matters impacting on this.
10. Commitment to legal aid values and an understanding of Northern Territory justice issues and the legal assistance sector.

Desirable

1. 5 years post admission experience in criminal law practice.

Additional Position Requirements

- The successful applicant will be required to obtain and hold 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 application 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.