

## Position Description

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### Research Assistant – Towards Truth

Identified Aboriginal or Torres Strait Islander position  
24 month fixed term contract with possible extension  
Full time or part time, minimum 2 days per week  
Location: Sydney, with flexible working supported

#### 1. The Public Interest Advocacy Centre

The Public Interest Advocacy Centre is a leading social justice law and policy centre. We build a fairer, stronger society by helping to change laws, policies and practices that cause injustice and inequality.

##### Our work combines:

- legal advice and representation, specialising in test cases and strategic casework;
- research, analysis and policy development; and
- advocacy for systems change and public interest outcomes.

We actively seek to collaborate and partner in our work to maximise its impact. Our priorities are: First Nations justice; reducing homelessness; disability rights; energy and water justice; and civil rights.

#### 2. Towards Truth Project

[Towards Truth](#) is a collaboration between PIAC and the Indigenous Law Centre (ILC) at UNSW that responds to the call of the Uluru Statement from the Heart for truth-telling. We are building a comprehensive database and website that provides an accurate, detailed record of the laws and policies that have impacted upon the lives of First Nations people.

This is a bold and ambitious project that is the first of its kind – nationally or internationally. We have started the project in NSW, with other jurisdictions to be added over time.

The database and website will be a tool that can be used by a broad cross-section of the community to better understand our history and engage in truth-telling. It will support the work of a future Makarrata Commission and help inform the process of moving towards treaty making.

#### 3. Position overview

The Research Assistant will report to the Project Director – Towards Truth at PIAC, and work under their supervision and direction. The Research Assistant will work closely on a day-to-day basis with the Project Manager and Legal Research Officer and volunteers and interns. The Research Assistant will support the Project team to develop the legal and policy research and entries in the law and policy database.

This position is open only to Aboriginal or Torres Strait Islander people. It is intended by PIAC and the ILC as a special measure to promote substantive equality for the purposes of s

8(1) of the *Racial Discrimination Act 1975* (Cth) and s 21 of the *Anti-Discrimination Act 1977* (NSW).

## **4. Major accountabilities**

- 4.1 Research, analyse and input research on specific subject areas into the Towards Truth database.
- 4.2 Develop and review research requests for pro bono lawyers and interns under the direction of the Project Manager, Legal Research Officer and Project Director.
- 4.3 Provide input into database modifications and website design.
- 4.4 Substantive review of material entered into the database by pro bono lawyers and interns.
- 4.5 Substantive review of research by pro bono lawyers and interns.
- 4.6 Support the successful implementation of PIAC's Reconciliation Action Plan.
- 4.7 Other duties as required, including administrative assistance to support the project.

## **5. Knowledge, skills and experience**

### **Essential**

- 5.1 Demonstrated understanding of Aboriginal and/or Torres Strait Islander history, culture and society.
- 5.2 Demonstrated research and analytical skills.
- 5.3 Demonstrated organizational skills.
- 5.4 Understanding of the law and functions of government.
- 5.5 Understanding of the Uluru Statement from the Heart and a commitment to truth-telling.
- 5.6 Demonstrated ability to work cooperatively as part of a team.

### **Desirable**

- 5.7 Proven ability to establish and maintain relationships with Aboriginal and/or Torres Strait Islander communities and organisations.
- 5.8 Good interpersonal skills and the capacity to develop formal and informal relationships and networks with stakeholders.
- 5.9 Tertiary qualifications in law, or an advanced stage of legal studies.

## **6. Conditions**

PIAC is an equal opportunity employer and is committed to promoting a diverse and inclusive workforce.

Annual salary range: \$67,348 to \$80,716 (pro rata where applicable) plus leave loading and superannuation.

PIAC is a Public Benevolent Institution and is currently able to offer salary packaging options subject to PIAC's Salary Sacrifice Policy. Staff who take full advantage of salary packaging options can significantly increase their take-home pay.

PIAC's Enterprise Agreement provides benefits including additional paid leave between Christmas and New Year and paid cultural and ceremonial leave. See further: [Public Interest Advocacy Centre Enterprise Agreement](#).

The position is offered as negotiated with the successful candidate. The position is for a two year contract with the possibility of extension.

PIAC is committed to flexible working arrangements and provides opportunities for professional development and mentoring. Our workplace culture is collaborative, dynamic and committed to cultural safety

PIAC requires all employees to have up-to-date COVID-19 vaccination.

## **7. Applications**

**Your application should be no longer than 6 pages in total.** An application should comprise a cover letter, resume, and a statement outlining your suitability for the role with reference to the selection criteria (see 'Knowledge, skills and experience').

Applications should be sent by email to [jobs@piac.asn.au](mailto:jobs@piac.asn.au)  
Inquiries about the position should be addressed to:

Anna Harding  
Project Director, Towards Truth  
[aharding@piac.asn.au](mailto:aharding@piac.asn.au)

If you would like to discuss the recruitment process and any reasonable adjustments you may require, please contact Jessica Leung at [jobs@piac.asn.au](mailto:jobs@piac.asn.au).