

Duty Statement

Agency	Legal Aid NT	Work unit	Criminal Law Practice
Job title	Solicitor	Designation	Professional 2 (P2)
Job type	Full Time	Duration	2 Years
Salary	\$90,204 - \$107,445 plus Superannuation (salary packaging options available)	Location	Katherine
Position number	Multiple	Closing	4pm Wednesday, 19 March 2025
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, a statement addressing the selection criteria (maximum 2 pages), and copies of your tertiary qualifications.

Inclusion and diversity

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

About Legal Aid NT

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

Under the supervision of the Managing Solicitor of the Katherine Criminal Law Practice, provide high quality legal advice and representation to clients of Legal Aid NT charged with criminal offences.

Key duties and responsibilities

1. Deliver high quality legal advice and representation in a broad range of criminal law areas and appear in courts for people charged with criminal offences.
2. Ensure compliance with the *Legal Profession Act (NT)*, the *Legal Aid Act (NT)* the Legal Aid Guidelines, and all legislation, subordinate legislation, professional standards, Rules of Court, and Practice Directions applicable to the conduct of the legal practice.
3. As a member of the team, be responsible for a reasonable share of the file work undertaken by the office and assume conduct of those matters which are assigned to you by the Managing Solicitor, including a share of the duty lawyer and clinic advice services provided by the service.
4. Appear as solicitor and counsel as required in the Local Court and the Youth Justice Court to conduct bail applications, pleas, contested hearings, oral committals, and other matters as necessary and in regional courts as required; and in the Supreme Court of the Northern Territory to conduct bail applications, pleas, appeals (from the Local court); and to instruct, assist counsel and appear in the preparation and conduct of jury trials.
5. Maintain and improve professional standards by keeping up to date with developments in relevant areas of legal practice including participating in professional development activities in relevant areas of legal practice and complying with the Continuing Professional Development requirements of the Law Society of the Northern Territory.
6. Maintain effective file and diary management systems, administrative systems and procedures and quality assurance procedures.
7. Attend internal Legal Aid NT meetings and meetings with external agencies on behalf of the Criminal Law Practice of Legal Aid NT as required.

Selection criteria

Essential

1. Admission or eligibility for admission as a Barrister and Solicitor of the Supreme Court of the Northern Territory of Australia.
2. Knowledge of criminal law practice and procedures and experience in advising and representing clients in criminal law matters.
3. Demonstrated high level initiative including the ability to work as a part of a team with minimal supervision in undertaking tasks and addressing challenges, including the ability to deal with competing demands and complex matters.
4. Demonstrated ability to deliver high quality legal advice, assistance, and representation in a range of criminal law matters and undertake related advocacy, policy, and law reform work.
5. Demonstrated knowledge of current legal and policy issues within youth justice and the challenges affecting disadvantaged people in the NT generally, in the provision of legal services.
6. Knowledge of youth justice practice and procedure and experience in advising and representing clients in youth justice matters.

7. High level oral and written communication skills, the ability to communicate with people from diverse backgrounds and clients with complex needs, including the use of interpreters to provide legal advice and representation.
8. Commitment to legal aid values and an understanding of Northern Territory justice issues and the legal assistance sector.

Desirable

1. 2 years post-admission experience in criminal law, including the conduct of contested hearings.
2. Knowledge of youth justice practice and procedure and experience in advising and representing clients in youth justice matters.

Further Information

- 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.