

**Job advertisement reference**

QLD/662461

**Role type**

Permanent Full Time

**Classification**

PO6

**Salary**

\$145,607 to \$153,869 a year full time hours

**Location**

Cairns

**Contact**Fiona Davis, Snr Principal Lawyer  
[Fiona.davis@legalaid.qld.gov.au](mailto:Fiona.davis@legalaid.qld.gov.au)**Closing date**Wednesday 8<sup>th</sup> October 2025**Direct reports**

17

**Our organisation**

Legal Aid Queensland's vision is to be a leader in a fair justice system where people are able to understand and protect their legal rights. Our purpose is to provide quality, cost effective legal services to financially disadvantaged people throughout Queensland.

**Our values**

- Social Justice
- Respect
- Quality
- Cost effectiveness
- Accountability

**The division**

Legal Aid Queensland has 13 regional offices across Queensland giving legal help and advice to financially disadvantaged people.

Our regional office staff play an important role in delivering high-quality legal services to rural and regional communities including at local courts, outreach locations and from our offices.

## Principal lawyer - Crime

**Cairns / Regional Services**

This is an outstanding opportunity for an experienced legal professional to play a key role managing the delivery of legal services to communities in the region. As principal lawyer, you will lead a busy team of legal and administrative staff to provide efficient and effective services to the community including legal information and advice and representation in criminal law and related matters, including duty lawyer services and legal services to prisoners.

**Key responsibilities:**

- Lead, monitor and report on the operational performance of the team and ensure compliance with all professional and corporate responsibilities.
- Manage and supervise a team of professional and administrative staff including achievement development plans (ADP), provision of training and guidance to develop the skills of the criminal law team, provision of performance management and feedback, recruitment and other human resource activities.
- Supervise legal work and develop the legal skills of, train and guide staff within the criminal law team, Legal Aid Queensland lawyers state-wide. Provide guidance to external legal practitioners regarding particular cases, Legal Aid Queensland processes and referral pathways.
- Establish and maintain relationships with stakeholders in the justice system and allied sectors, represent the agency at stakeholder meetings and regularly liaise with counterparts from other agencies and organisations.
- Develop and deliver continuing professional development to LAQ staff and preferred suppliers and contribute to community legal education of external stakeholders.
- Ensure new initiatives and programs are effectively implemented and supported.
- Represent clients, including providing advice, preparing matters and advocating in complex criminal law and related matters.
- Coordinate and provide duty lawyer and legal advice services and manage issues about the delivery of these services.
- Help the Senior Principal Lawyer to manage resource allocation to ensure costs are contained within budget parameters.
- Contribute to strategic and operational planning, policy, procedure, law reform and legal service delivery initiatives.
- Develop, implement and improve systems and processes to manage the allocation of files, workflow and administration within the criminal law team law team.

**To apply for this role, submit your application online via Smartjobs. Please provide:**

- ✓ a cover letter (maximum 2 pages) addressing how you meet the Success criteria (Knowledge, skills and experience), in line with the "Key responsibilities".
- ✓ your resume/CV.

## Other responsibilities

- Ensure all work complies with quality and case management standards and meet all other professional and corporate responsibilities.
- Model the values of respect, quality and accountability.
- Maintain a high standard of practice through governance and risk management.
- Foster an inclusive workplace where inclusion, diversity and wellbeing are promoted and prioritised.

## Success criteria

### Knowledge, skills and experience

- You have and experience in preparation, representation and advocacy of complex criminal law and related matters. You comply with and maintain up-to-date knowledge of criminal law, practice, procedure, evidence and ethics.
- You have experience in managing and supervising a team of professional and administrative staff including the provision of performance management and feedback, recruitment and other human resource activities.
- You communicate in a clear, concise and articulate manner, offer convincing rationale, negotiate persuasively and engage effectively with stakeholders including clients with complex needs using the principles of trauma informed practice.

### Other competencies

Legal Aid Queensland applies the [Leadership competencies for Queensland](#). We recognise that leadership is a part of every role regardless of classification level or management responsibilities. This role is mapped to the "Team Leader" profile. The competencies most relevant to this role are:

- **Results-** You build and sustain relationships to achieve shared goals.
- **Vision-** You role-model integrity in decision making and demonstrate transparency.
- **Vision-** You demonstrate a growth mindset and build confidence within challenging environments.
- **Results-** You inspire others to collaborate and achieve objectives.

## Mandatory requirements or special conditions

You must be:

- admitted or eligible for immediate admission as a legal practitioner in Queensland; and
- eligible for a current practicing certificate and entry in the High Court Register of Practitioners.

A current "C" class Driver's Licence is highly desirable.

## More information

- **This role is not suitable for early career lawyers.**
- **This position is Permanent Full Time.**
- **Reimbursement or payment of relocation costs may be considered on appointment of successful applicant in accordance with the Domestic Travelling and Relieving Expenses Directive 13/23.**
- You will be assessed against the Success criteria (Knowledge, skills and experience) and also the [Leadership competencies for Queensland](#).
- Applications will remain current for up to 12 months and may be considered for other vacancies (identical or similar) including with an alternative employment basis (permanent, temporary, full-time or part time).
- Legal Aid Queensland embraces diversity and encourages applications from people with disability. We are committed to making reasonable adjustments to provide a positive, barrier-free recruitment process and supportive workplace. Please contact [careers@legalaid.qld.gov.au](mailto:careers@legalaid.qld.gov.au) for support to ensure an equitable, barrier-free application process.
- A criminal history check and serious disciplinary history check will be undertaken for this position on the recommended applicant/s due to the nature of the work involved.
- The appointed applicants will be required to disclose relevant conflicts of interest prior to or on commencement and throughout their employment and disclose any employment as a lobbyist in the preceding two years.
- In this role you may be exposed to traumatic material or traumatic events. This may include reading, hearing, or seeing accounts, photos, videos or other material related to traumatic events. The material may be unexpected, confronting, explicit, graphic, distressing, and/or offensive. Staff may also be required to engage with people who have and may continue to experience traumatic events that may be confronting and/or distressing.
- Additional information, including our organisation structure and [Applicant Information Kit](#), is available from LAQ's website.