

Mob Strong Senior Solicitor & Policy Advocate

Position Description

General

The Mob Strong Senior Solicitor & Policy Advocate will conduct the duties outlined below within the framework of the aims, objectives, policies and procedures of Financial Rights Legal Centre (the Centre).

Reporting Relationship/s

The Mob Strong Senior Solicitor & Policy Advocate reports to the Director of Mob Strong.

Direct Reports

The Mob Strong Senior Solicitor & Policy Advocate is responsible for the direct line management of a small team of financial counsellors and/or solicitors.

Duties

People Leadership

1. Lead, train, coach and mentor your team, including but not limited to: imparting knowledge, directing research, discussing and reviewing advice and casework, advising on suitable training opportunities, developing professionalism and strategic thinking, and managing risk, professional obligations and compliance with the Risk Management Guide. Be available to other staff in this role in accordance with any applicable roster.
2. Use the Centre's performance management system to effectively manage performance of your team and to define personal development plans.
3. Complete all people management activities as directed by the Management team and/or the Director of Mob Strong including fostering teamwork and cooperation to achieve team goals, including the attainment of numeric targets and the provision of quality advice, casework, and education, and successful policy work.



Policy and Advocacy

1. Conduct policy, law reform and community development activities within a project-based framework to promote the systemic reform objectives of Mob Strong Debt Help as identified as appropriate planning meetings.
2. Meet regularly with ASIC, NSW Fair Trading and other relevant regulators to highlight the experiences of First Nations clients and promote supervision and enforcement activity by regulators aimed at preventing misconduct or other products or practices causing harm in First Nations communities.
3. Report on trends and issues arising in casework, writing or contributing to letters/submissions regarding policy issues and legislative reform, providing comment and feedback on policy positions, submissions, publications and other related activities.
4. Contribute to the drafting and maintaining Mob Strong Debt information resources including promotional & educational material, website content, media releases, and other resources in line with the Mob Strong community engagement plan and other identified objectives.
5. Contribute to media as requested.
6. Develop networks with other consumer advocates and community lawyers to advance the interests of First Nations consumers.

Legal Services & Community Education

1. Provide telephone legal advice and casework services to First Nations people nationally. This includes advising clients (remotely, in face-to-face interviews at the Centre and elsewhere; and in writing as required), negotiating, advocating, undertaking litigation and other related duties;
2. Participate in practice management strategies such as professional file management, participating in casework meetings, updating casework records, participating in peer review processes such as crosschecking solicitor advice and reviewing correspondence;
3. Develop skills in identifying public interest issues and assist other legal staff to conduct public interest litigation and/or campaigning.
4. Comply with professional and legal obligations as applicable to a solicitor admitted to practice in NSW;
5. Meet or exceed personal targets for information, provision, advice, casework and community education as allocated by the CEO;

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6. Resource financial counsellors and other intermediaries such as community workers, particularly First Nations workers or services assisting First Nations clients; by conducting or co-presenting workshops, developing resources and giving telephone advice and assistance in relation to their casework;
 7. Participate in regular training and professional development activities, including pursuing current & expert knowledge in credit, debt, banking and insurance law as applicable to the clients of the Centre, and presenting to other staff on issues of professional interest as identified from time-to-time in team and/or staff meetings;
 8. Assist in the training of staff and volunteers as required;
 9. Attend staff meetings and participate in the general administration of the Centre as required, including participating in appropriate sub-committees.
 10. Attend, travel to and participate in Mob Strong outreach activities. Some of these outreach activities are interstate, in remote areas and in First Nations communities where local laws and practices must be followed.

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