Duty Statement

Agency	Legal Aid NT	Work unit	Civil Law Practice
Job title	Solicitor	Designation	Professional 2 (P2)
Job type	Full Time	Duration	2 Years
Salary	$95,697 - $114,104 plus Superannuation (salary packaging options available)	Location	Territory-wide
Position number	Supernumerary	Closing	4pm Tuesday, 24 November 2026
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 direction of the Managing Solicitor and Associate Director of the Civil Law Practice, provide high quality legal advice, community legal education and legal assistance, in a range of civil law matters and undertake related advocacy, policy and law reform work.

Key duties and responsibilities

1. Deliver high quality legal information, education, advice, advocacy and legal task assistance and representation to members of the community, with a priority focus on assisting vulnerable and/or disadvantaged people, in civil law matters.
2. Liaise and network with relevant organisations and individuals to ensure high levels of collaboration with relevant agencies and minimise duplication of legal services.
3. Identify wider policy issues arising from the work of the Civil Law Practice and help develop strategies to advocate to relevant agencies in relation to those issues.
4. Participate in community legal education, law reform and policy initiatives as relevant.
5. Travel to regional and remote areas as required, including overnight stays.
6. Maintain and improve professional standards by keeping up to date with developments in relevant areas of legal practice and participate in professional development activities in relevant areas of legal practice and comply with Continuing Professional Development.
7. Maintain effective file and diary management systems, administrative systems and procedures and quality assurance procedures.

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. Considerable post-admission experience in legal practice, including a demonstrated knowledge of relevant civil law including practices and procedures and experience in advising and representing clients.
3. High level initiative including the ability to work as part of a team with minimal supervision in undertaking tasks and addressing challenges.
4. Ability to deliver high quality legal advice, community legal education and legal assistance, in a range of civil law matters and undertake related advocacy, policy and law reform work.
5. Excellent oral and written communication skills, including the ability to communicate with people from diverse backgrounds.
6. Experience in the use of interpreters to provide legal advice and representation.
7. Good understanding of the organisation and management of legal practice well developed time management skills and the ability to manage client matters and meet deadlines.
8. Commitment to legal aid values and an understanding of Northern Territory justice issues and the legal assistance sector.

Desirable

1. A minimum of 2 years post-admission experience in legal practice, with at least 1 year in relevant civil law.
2. Familiarity with legal issues impacting on people living in rural, remote, and regional areas of the Northern Territory, including people living in rural, remote indigenous communities.
3. An understanding of specific legal issues affecting people experiencing mental health issues.
4. An understanding of specific legal issues affecting people with disability, including the National Disability Insurance Scheme.

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.
- Applicants must be eligible to receive a permit to travel on Aboriginal lands in accordance with the Aboriginal Land Rights (NT) Act 1976.
- The successful application must a 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.
- This position requires travel including by car and light aircraft.