# Duty Statement

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| Agency | Legal Aid NT | Work unit | Criminal Law Practice |
| Job title | Senior Solicitor | Designation | Professional 3 (P3) |
| Job type | Full Time | Duration | 2 Years |
| Salary | $117,625 - $131,735 plus Superannuation (salary packaging options available) | Location | Katherine |
| Position number | Supernumerary | Closing | 4pm Friday, 27 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 people facing disadvantage 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. Provide high quality legal advice and representation in Northern Territory courts for clients charged with criminal offences in a broad range of criminal law areas with a particular focus on committal matters.
2. Appear as solicitor in all courts as required including but not limited to the Local Court, Youth Justice Court, and the Supreme Court. Appear for clients of the Parole Legal Service in Parole Board hearings.
3. As a member of the criminal law 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 office and where requested assist in the Commission's community legal education work.
4. Act as the Managing Solicitor of the Katherine Criminal Law Practice when required, including during absences.
5. Provide guidance to colleagues in matters of ethics and professional responsibility which may arise in the course of the conduct of client matters, as required.
6. Assist in providing mentoring for junior lawyers in the Katherine Criminal Law Practice.
7. 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.
8. Develop and maintain relationships with private legal practitioners, the NT DPP, the Commonwealth DPP, the Supreme and Local Courts in the Northern Territory, and other relevant networks to ensure Legal Aid NT remains responsive and proactive in meeting legal needs in the Darwin region.
9. Ensure compliance with the *Legal Profession Act (NT)*, the *Legal Aid Act (NT)*, the Legal Aid Guidelines, the National Access to Justice Partnership Agreement and funding arrangements for the provision of legal services.
10. Maintain effective file management systems and internal quality assurance procedures consistent with the administrative systems, procedures and policies utilised by Legal Aid NT.

## 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. Substantial post-admission experience in criminal law, including the conduct of contested matters.
3. High level knowledge and experience in criminal law practice and procedures, including well developed advocacy skills.
4. Demonstrated ability to deliver high quality complex legal advice, assistance, and representation in a range of criminal law matters and undertake related advocacy, policy, and law reform work.
5. Demonstrated high-level initiative including the ability to work with minimal supervision in undertaking tasks and addressing challenges including the ability to deal with competing demands and complex matters.

6. Demonstrated knowledge of current legal issues affecting people facing disadvantage in the Northern Territory and the overrepresentation of First Nations people in the criminal justice system.
7. Demonstrated understanding of youth justice principles, including restorative justice and therapeutic approaches and a sound knowledge of the *Youth Justice Act (NT).*
8. High-level oral and written communication skills, including the ability to communicate with people from diverse backgrounds and clients with complex needs.
9. Commitment to legal aid values and an understanding of Northern Territory justice issues and the legal assistance sector.

## Desirable

1. 3 years post admission experience in criminal law, including the conduct of contested matters.
2. Experience in the conduct of jury trials.
3. Experience in the conduct of appeals.

## 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 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.