



North Australian Aboriginal Justice Agency

Freecall 1800 898 251 ABN 63 118 017 842 Email mail@naaja.org.au

Duty Statement

POSITION: YOUTH LAWYER, CRIMINAL LAW SECTION

LOCATION: ALICE SPRINGS

POSITION OVERVIEW

NAAJA's Alice Springs Criminal Law Section is a busy, multi-disciplinary legal practice made up of about 21 lawyers, client service officers and personal assistants. The practice delivers high quality legal services in Alice Springs and remote central Australian criminal courts. The youth practice sits within the criminal practice. It delivers legal services within a specialist jurisdiction to some of the most vulnerable of NAAJA's clients. The youth practice aims to provide holistic services to young people by addressing both their legal issues and the broader social setting which has led to their involvement in the criminal justice system. It draws upon this experience to advocate for systemic change in youth justice issues.

The role requires a strong commitment to youth justice, the capacity to work in a high volume, fast-paced environment, initiative, exceptional interpersonal skills, and personal resilience.

The Youth Lawyer will appear as counsel regularly in the Youth Justice Court and have a limited adult court practice including some Supreme Court matters and remote circuit court work.

REPORTING RELATIONSHIPS

The Youth Lawyer (Criminal Law Section) will report to the Regional Managing Solicitor.

DUTIES

1. Undertake work in the Youth Justice Court, Local Court and Supreme Court in criminal matters, including (depending on experience): representation in mentions/adjournments, pleas in mitigation, pre-sentence conferences, defended hearings, appeals and appearing in complex cases.
2. Provide advice to youths in relation to criminal law issues.
3. Undertake work at circuit courts (including travel and overnight stays in remote communities).
4. Work effectively within a multi-disciplinary team.
5. Identify issues that cause disadvantage to Aboriginal and Torres Strait Islander youth in the criminal justice system and to respond to and refer those issues through test cases, legal education, law reform and/or community development strategies.
6. Other duties as directed.

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SELECTION CRITERIA

Essential:

1. Admission (or eligibility for admission) as a legal practitioner in the Northern Territory ideally with a minimum of 2 years post-admission experience.
2. Experience in criminal law with an ability to provide high quality oral and written advice and proven ability as a court advocate.
3. An understanding of the issues affecting the disproportionate involvement of Aboriginal and Torres Strait Islander youth in the criminal justice system.
4. Excellent communication skills, including the ability to communicate effectively with Aboriginal and Torres Strait Islander youth living in Central Australia.
5. Good time management and organisational skills including demonstrated capacity to perform under pressure and ability to effectively handle high volume workloads within tight deadlines.
6. Ability and willingness to travel to and work in the regional areas serviced by NAAJA.
7. Ability to work effectively with a diverse team of legal and non-legal staff.
8. Current drivers licence.
9. Satisfactory criminal history check and no history of disqualification from employment by a legal practice.

Please note: applicants for this position must address the selection criteria in their written application.

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Basic Employment Conditions

Position: Youth Lawyer – Criminal Law Section

- 1) **Probationary Period:**
6 months
- 2) **Place of Employment:**
Alice Springs
- 3) **Hours of Work:**
37.5 hours per week. 8:00am and 4:30pm Monday to Friday
- 4) **Salary/Wages:**
LO 2.1 \$67,100 – LO 2.3 \$71,700
- 5) As a Public Benevolent Institution (PBI) NAAJA can offer up to \$18,450 per annum of the salary, tax-free as a fringe benefit (Conditions Apply)
- 6) **Allowances:**
Annual Airfare Entitlement payable per annum after 12 months qualifying service – Alice Springs \$1150
Remote Allowance – Alice Springs \$3276 (pro rata if less than full time), paid on a fortnightly basis
- 7) **Superannuation:**
9.50% as per Commonwealth Superannuation Guarantee [Administration] Act 1992
- 8) **Annual Leave:**
5 Weeks per annum. Leave loading of 17.5% will be payable on annual leave. An additional 3 days of leave at Christmas, in line with the *NAAJA Enterprise Agreement 2015-2019*
- 9) **Long Service Leave:**
As per the NT Long Service Leave Act with the exception that service with other Legal Aid services and agreed Aboriginal organisations is recognised as relevant service for the purpose of accessing Long Service Leave on a pro-rata non-financial basis.
- 10) **Personal (Sick, Bereavement, and Compassionate) Leave:**
15 days per annum. On termination of employment, employees with 7 years continuous service with NAAJA will be entitled to a payout of 50% of unused Sick Leave credits.
- 11) **Other:**
 - Where a Legal Practising Certificate is required, evidence of a current Australian Legal Practising Certificate or eligibility to obtain one
 - Satisfactory Working With Children Clearance Check on commencement
 - Where a driver's licence is required. Evidence of a current NT "C" Class driver's licence or equivalent

Disqualification and conviction of serious offences

Under the Legal Profession Act, NAAJA is not able to employ a person who has been convicted of a serious offence or disqualified from legal practice without permission from the Law Society. You must inform NAAJA if you are a disqualified person or have been convicted of a serious offence and it is an offence under the Legal Profession Act if you fail to do so.

For employees who do not hold a practising certificate, you will be required to undergo a police record check before commencing your employment.

It is an ongoing condition of your employment that you notify NAAJA immediately if you are subject to proceedings for disqualification from legal practice or charged with a serious criminal offence.

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