



North Australian Aboriginal Justice Agency

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Senior Criminal Solicitor (Trial Advocate) Role Description

Position Title	Senior Criminal Solicitor (Trial Advocate)
Salary	Criminal LO 7.2 \$145,674
FTE	Full-time (37.5 hours per week)
Location	Darwin or Alice Springs
Commencement	ASAP
Completion	12 months
Reports to	Manager, Top End Crime

ABOUT NAAJA POSITION OVERVIEW

The North Australian Aboriginal Justice Agency Ltd (NAAJA) provides legal assistance and justice services for Aboriginal and Torres Strait Islander people in the Northern Territory. We have offices in Darwin, Palmerston, Katherine, Tennant Creek and Alice Springs. We are recognised as a leading legal service and have received national and local human rights and crime prevention awards for our work.

NAAJA's legal practice is the largest in the Northern Territory, providing high quality, culturally proficient and accessible advice, casework and court advocacy in both criminal and civil law. NAAJA particularly seeks to achieve social justice for Aboriginal and Torres Strait Islander people through strategic litigation, law reform and education.

- Flexible working arrangements
- Salary Packaging options
- Leave Entitlements

The criminal law practice consists of criminal solicitors working in the areas of youth summary, indictable and appellate crime, supported by administrative and client service staff who play a vital role in ensuring the provision of effective legal services to our clients.

The work requires high levels of motivation, energy and a commitment to professional excellence.

Suitably qualified Aboriginal and Torres Strait Islander people are encouraged to apply.

REPORTING RELATIONSHIPS

The Senior Criminal Solicitor (Trial Advocate) will report to the Managing Solicitor, Top End Crime in Darwin and the Managing Criminal Solicitor, Alice Springs in Alice Springs.

KEY RESPONSIBILITIES

1. To provide high quality legal advice and representation to Aboriginal and Torres Strait Islander people charged with criminal offences.
2. In conjunction with other staff, to undertake work aimed at overcoming the disadvantage suffered by Aboriginal and Torres Strait Islander people.

DUTIES

1. To undertake work in the Local and Supreme Court for criminal matters, including a duty lawyer service, after hours custody phone, bail applications, direction hearings, pleas, hearings, committals and indictable matters in the Supreme Court including trials and appeals.
2. Provide high quality advice on criminal law issues to clients.
3. Appear in a range of criminal matters for NAAJA clients including complex legal work such as committal hearings, Supreme Court pleas and trials, Justice Appeals, Court of Criminal Appeal matters and the High Court.
4. Mentor junior staff and provide guidance, training and support to them as required.
5. Implement and monitor policies and guidelines in accordance with management direction and practice.
6. Provide advice and assistance to the Principal Legal Officer as required.
7. Provide advice on legal issues to clients and the Chief Executive Officer as required.
8. To undertake work at circuit (bush) courts where necessary.
9. To identify issues that cause disadvantage to Aboriginal and Torres Strait Islander people in the criminal justice system and to assist NAAJA through the Chief Executive Officer to respond to those issues through test cases, legal education, law reform and/or community development strategies.
10. To participate in all staff and team meetings as required.
11. Ensure a high level of confidentiality is maintained at all times.
12. Other duties as reasonably directed.

SELECTION CRITERIA

1. Admission (or eligibility for admission) as a legal practitioner in the Northern Territory.
2. An understanding of the issues affecting the disproportionate involvement of Aboriginal and Torres Strait Islander people in the criminal justice system. Including a demonstrated understanding and sensitivity to Aboriginal and Torres Strait Islander people and their history and culture.
3. Previous experience in dealing with Aboriginal and Torres Strait Islander people is highly desirable.
4. Sufficient experience in trial and appellate work in Local and/or Supreme Courts with a demonstrated ability to provide high quality oral and written advice on a range of legal issues.
5. Excellent communication skills, including the ability to communicate effectively with Aboriginal and Torres Strait Islander people living in the Top End or Central Australia.
6. Good time management and organisational skills including demonstrated capacity to perform under pressure and ability to effectively handle high volume workloads within tight deadlines.
7. Ability and willingness to travel to and work in the regional areas serviced by NAAJA.
8. Computer literacy including ability and willingness to prepare correspondence and reports, using Email and electronic scheduling.

9. Ability to work constructively with a diverse team of legal and non-legal staff to achieve the goals of the position including a demonstrated willingness to seek advice from client service officers on cultural issues and/or supervision by senior solicitors when necessary.
10. Current Drivers Licence with manual driving experience.
11. Ability to obtain a satisfactory "Working with Children Clearance" (Ochre Card) upon commencement.
12. Satisfactory criminal history check and no history of disqualification from employment by a legal practice.