



## POSITION DESCRIPTION

### Youthlaw Lawyer 0.8FTE

(re-advertised)

<b>POSITION TITLE</b>	Lawyer
<b>INDUSTRIAL INSTRUMENT</b>	Conditions of employment comply with the <i>Community Legal Centres Multi-Business Agreement (MBA) Certified Agreement 2006-2009</i> and pay rates in the <i>Social, Community, Home Care and Disability Services Industry Award 2010 (SCHCADS)</i> .
<b>FULL-TIME/PART-TIME</b>	4 days per week (0.8FTE) position for 12 months (Full-time at Youthlaw is a 38 hour week).
<b>CLASSIFICATION</b>	Level 6.1 SCHCADS Award 2010
<b>REMUNERATION</b>	In addition: <ul style="list-style-type: none"><li>• Salary packaging</li><li>• Superannuation (10.5%)</li><li>• 4 weeks annual leave (pro rata) with loading</li><li>• Additional paid leave between Xmas and New Years Day.</li></ul>
<b>REPORTS TO</b>	Family Violence Program Coordinator and Principal Lawyer
<b>CONTACT TO DISCUSS POSITION</b>	Tiffany Overall, Family Violence Program Coordinator
<b>CONTACT DETAILS</b>	<a href="mailto:tiffany@youthlaw.asn.au">tiffany@youthlaw.asn.au</a> or 0400 904034

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**POSITION CONTEXT**

This position is situated in our Family Violence (FV) Program at Youthlaw.

The FV Program comprises a small integrated team of lawyers and social work trained family violence youth practitioners and a program coordinator.

Young Peoples Legal Rights Centre  
Inc No A0041616E  
ABN 12 794 935 230

[www.youthlaw.asn.au](http://www.youthlaw.asn.au)

The position also sits within a bigger team of youth lawyers who work collaboratively together and there is strong culture of mentoring.

Youthlaw initiated the program in 2016 following our submission to the Victorian Royal Commission into Family Violence.

From the FV Program's inception we have explored legal need and best practice models to respond to adolescents using and experiencing violence in the home (AVITH) and also young adults under 25 experiencing violence.

From July 2022 we have received dedicated funding to have a strong focus on AVITH, while continuing to assist young adults up to 25 years. The funding has enabled us to set up two teams of a lawyer and youth practitioner, covering inner Melbourne and parts of the inner West and North.

This position is in the inner Melbourne team. The team, comprising the lawyer and youth practitioner, will assist young people pre court and at Court (Melbourne Children's Court), the youth practitioner with risk assessment, safety planning, and non-legal supports and referrals, and the lawyer with their legal advice, representation and any follow up legal referrals.

Through our integrated practice we aim to build strong and responsive relationships with clients of the program, providing early preventative assistance and, where matters go to court, ensure that the young person can fully engage with the court process and access appropriate and specialist support.

The Melbourne Children's' Court service is weekly on a Wednesday.

The Lawyer may also assist a young person with criminal proceedings related to use of family violence.

The role will also involve being part of the broader Youthlaw team of lawyers. Where you are interested in other areas of youth law we are very open to providing opportunities to develop your knowledge and skills (e.g. crime and civil areas).

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## ABOUT THE ROLE

We are seeking a passionate lawyer whose primary focus will be advising and representing young people using and experiencing violence in the home. However the position may also include other areas of practice such as civil and criminal law.

### Key responsibilities

- Deliver a weekly court service on Wednesdays at the Melbourne Children's Court
- Provide legal advice, court representation and conduct casework for children and young people who are using or experiencing violence in the home or in their intimate relationships
- Contribute to advocacy to improve responsiveness and services to young people
- Provide secondary consultations to other generalist Youthlaw lawyers and other professionals working with young people who are using or experiencing violence.
- Work with staff to develop program policies and referral pathways and to engage in advocacy to improve responsiveness & services to our client cohort
- Build and maintain sector relationships and occasionally attend FV sector meetings

- Lead sector training and community legal education in your field of expertise.
- General lawyer duties in other practice areas including responding to general legal information calls to Youthlaw, contributing to the policy and advocacy program, to service development and planning and participation in staff, casework and supervision meetings
- Shared administrative duties

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#### KEY SELECTION CRITERIA

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- At least 2 years legal practice experience
- Court experience
- Excellent communication and written skills
- Excellent organisational and time management skills
- Demonstrated experience and ability in working within a small team environment and working autonomously
- Willingness to complete a Working with Children Check

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#### HIGHLY DESIRABLE

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- Experience practicing in family violence matters, criminal law and/or family law
- Experience or passion for working with children and young people
- An understanding of the issues faced by, and needs of, vulnerable and marginalised young people

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#### QUALIFICATIONS

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- Hold or be eligible to hold a current legal practising certificate in Victoria (without supervision)

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#### LOCATION, TRAVEL AND WORK OUTSIDE OFFICE HOURS

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The position will be based at Youthlaw at 147-155 Pelham Street, Carlton 3053 VIC, however, work from home arrangements will be negotiated.

Currently Melbourne Children's Court FVIO lists are being heard over Webex, however if the practice direction changes the lawyer will be required to attend court each Wednesday.

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#### INSTRUCTIONS FOR APPLICANTS

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**Closing date for application – Wednesday 31<sup>st</sup> August 2022** however we encourage early applications.

**Please note interviews will most likely take place on Monday 5<sup>th</sup> September**

Please provide one letter that is a combined cover letter & addresses the key selection criteria (no more than 2 pages). Please also provide your CV and at least two professional referees.

#### **Do you want more information?**

Look at our website including our most recent annual report.

Your applications and any general queries can be directed to Tiffany Overall (Family Violence Program Coordinator) at [tiffany@youthlaw.asn.au](mailto:tiffany@youthlaw.asn.au)

If you are not shortlisted, we will let you know as soon as possible. Unfortunately, we do not have the capacity to provide feedback to all applicants. Those who are interviewed will be provided feedback.