**Employment Opportunity**

**Full-time Principal Lawyer**

**Are you looking for a new lifestyle?**

A wonderful opportunity has arisen for an experienced full-time Principal Lawyer at the Goldfields Community Legal Centre Inc. (“GCLC”) in Kalgoorlie Western Australia.

**About the business:**

GCLC is a not for profit organisation that provides advice, casework and information services across a broad cross-section of legal areas to low-income earners and other disadvantaged members of the community. The Principal Lawyer is required to work in a generalist legal environment; however, the emphasis of the position will be in the areas of Family Law and Civil Law (“Focus Areas”).

**Essential requirements:**

* Must be eligible for an unrestricted Practicing Certificate in WA
* A minimum of five years’ experience is required
* Experience in Family Law is essential
* Demonstrated extensive ability to deliver timely, effective and high-quality advice, casework and referrals, including litigation in two or more areas relevant to the legal needs of disadvantaged people such as Motor Vehicle Accidents, Local Council/Government Issues, Consumer Law or Debt, Contractual Disputes, etc
* Demonstrated ability to oversee and ensure all legal work and data collection undertaken complies with the Legal Profession Act WA, NACLC Risk Management Guidelines, Professional Indemnity Insurance contract, any reasonable requirement of the WA Law Society and in accordance with the GCLC policies and procedures
* Demonstrated ability to develop and maintain legal casework and advice intake guidelines
* Demonstrated ability to supervise and mentor legal staff
* Demonstrated ability to manage and implement service delivery in line with funding specifications
* Demonstrated ability to actively contribute to other aspects of the organisation’s services and operations, including community legal education, policy initiatives, law reform, and advocacy activities
* Demonstrated commitment to the philosophy of community legal centres and social justice, the promotion of human rights, social justice and meeting the legal needs of disadvantaged groups
* Demonstrated ability to communicate effectively and sensitively with CALD clients
* Ability to undertake own administrative duties and good computer skills (e.g. word processing, file management)
* Ability to travel to remote areas to deliver services to clients and the community, when required

**Benefits:**

* A fantastic work environment
* Flexible working arrangements in a small friendly team
* Hours of work and salary by negotiation
* Salary Packaging

**How to apply for this role:**

To be considered for the position, candidates must include a statement addressing the essential requirements in no more than 2-3 pages and attach a detailed curriculum vitae. For further information contact – “The Manager” on (08) 9021 1888