

Position Description

Clinical Legal Practitioner



Faculty/Portfolio	Deakin Law School
School/Centre	Business and Law
Basis of Employment	Full-time (36.75 hours per week) Fixed-Term TBC
Primary Location of Work	Deakin Downtown, Melbourne CBD
Classification	HEW 8
Reporting Line	Dean, Deakin Law School

ABOUT DEAKIN

Deakin University is proud to be recognised as an organisation that offers a friendly, supportive and challenging working environment. Our staff are committed to making a genuine difference to people's lives through excellence in education and research. We acknowledge the importance of providing a dynamic and diverse working environment and offer variety in day-to-day roles as well as professional development opportunities to assist staff to grow and progress their careers. Deakin University staff have the opportunity to interact with colleagues from a diverse range of cultures and professional backgrounds, all of whom share a common interest in lifelong learning.

Deakin is Australia's sixth largest university and number one in Victoria for student satisfaction – a ranking of which we are very proud. Deakin University operates five campuses; the Cloud Campus, Melbourne Burwood Campus, Geelong Waurn Ponds Campus, Geelong Waterfront Campus, and the Warrnambool Campus. We have four corporate centres in Melbourne's CBD, and at the Burwood, Waterfront and Waurn Ponds campuses, as well as offices in India, China and Indonesia.

DEAKIN LAW SCHOOL

Deakin Law School (DLS) delivers leading and innovative legal education that equips the next generation of lawyers and legal professionals for global careers.

A centre for excellence in commercial law, DLS delivers a diverse range of study and research areas including intellectual property, corporate governance, torts and the law of medicine, sentencing and criminal justice, energy and natural resource law, workplace law, cyber law and international arbitration law.

A distinctive feature of the DLS law programs is the focus on state-of-the-art experiential learning. With the legal profession undergoing rapid change, lawyers – in addition to offering pure legal advice – are increasingly required to provide clients with practical, added-value commercial services. In the prestigious QS World University Rankings, DLS is ranked as one of Victoria's top law schools. Ranked among the top 100 law schools globally. DLS is also one of 23 law schools in Australia that has received CALD certification.

DEAKIN LAW CLINIC

Deakin Law Clinic is a community legal service offering free legal advice and assistance to people experiencing disadvantage in their access to justice, or whose matters are conducted in the public interest. It is based in Deakin's corporate centre in the Melbourne CBD.

The Clinic provides legal placements for advanced students of Deakin Law School under the supervision of qualified legal practitioners in the areas of civil and commercial law, criminal law, employment law, family law and venture law.

WHY WORK FOR OUR UNIVERSITY?

[Deakin Law School
Clinic](#)

[Faculty of Business
and Law](#)

[Benefits of working
at Deakin](#)

[Deakin's Strategic
Plan – LIVE Agenda](#)

DEAKIN'S PROMISE TO EQUITY, DIVERSITY AND INCLUSION

At Deakin we value diversity, embrace difference and nurture a connected, safe and respectful community. Deakin is an Employer of choice for Gender Equality, a proud member of the SAGE Athena SWAN program seeking gender equity for Women in STEMM, and a bronze award holder in the Australian Workplace Equality Index for LGBTI inclusion. We strongly encourage applications from Aboriginal and Torres Strait Islander people and people of all cultures, abilities, sex and genders.

POSITION OVERVIEW

The Clinical Legal Practitioner is responsible for delivering an effective community legal service including the provision of high-quality advice, assistance and casework service to a diverse client base, as well as supervising and instructing law students undertaking professional/clinical practice units and contributing as required to the School's practical legal training offerings.

Key Relationships:

Internal	The Clinical Legal Practitioner will work under the direction of the Dean of the Deakin Law School and the principal legal officers of the Deakin Law Clinic. The role will engage with others to source client files, supervise and instruct law students.
External	The role will also involve liaising with a diverse client base, law firms, allied social service providers and other stakeholders in relation to the delivery of legal services.

PRIMARY RESPONSIBILITIES

- Deliver an efficient and effective legal service to clients in accordance with legislation and legal directions, policy, guidelines, and practice standards.
- Contribute to the delivery of professional/clinical legal practice units to Deakin law students through the supervision and instruction of students enrolled in these units and working in the Deakin Law School clinics.
- Contribute to the School's proposed Practical Legal Training program, including engaging with accreditors, meeting accreditation standards and documentation requirements.
- Maintain networks and close connections with community organisations, law reform agencies, and potential client sources and support services.
- Develop experiential learning opportunities via practical legal training courses and clinical electives.
- Oversight the training, supervision, and support of clinical law students. This includes organising case reviews, supervising written work, and performing teaching, assessment and administrative tasks for assigned clinical courses.
- Any other duties as directed, commensurate with the scope and classification of the position

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ABOUT YOU

To be successful at Deakin you are willing to enthusiastically embrace the Deakin Offer and Promise as expressed in the Deakin University Strategic Plan, and must share the University's values.

You will be a person who is ambitious for Deakin University's success and optimistic about its future; and will display diligence, have great resolve and a focus on producing results.

SELECTION CONSIDERATIONS

Training/Qualifications:

- A current Australian practising certificate, which entitles you to practise as a Legal Practitioner or Barrister in Victoria.
- A Bachelor of Laws degree with subsequent relevant work experience – 2 years minimum.

Experience:

- Demonstrated practical experience in legal practice and relevant court procedures with evidence of case management.
- Demonstrated capacity to work as an advocate and caseworker in complex legal matters.

Skills/Techniques:

- Demonstrated problem solving, research, conceptual and analytical skills, including the ability to identify emerging issues, trends and risks and the expertise to resolve complex operational problems.
- Excellent organisational, time management and coordination skills, together with a demonstrated ability to prioritise workload, work with competing demands to meet deadlines, be flexible in responding to changing work priorities with a demonstrated ability to anticipate and action work.
- Ability to negotiate and deal with difficult issues in a sensitive and professional manner, coupled with conflict resolution skills; demonstrated ability to use tact and discretion in establishing and maintaining effective working relationships.
- Interpersonal skills that demonstrate the ability to establish and maintain effective working relationships.

SPECIAL REQUIREMENTS

- From time to time, you will be required to travel between various locations to fulfil the requirements of the position or for professional development.
- Deakin encourages staff to take recreation leave regularly to promote a healthier workplace. Leave must be taken at a mutually convenient time which meets the operational needs of the University and, where possible, the staff member's needs. In this role, there are peak operational periods in which recreation leave may not be approved.
- Working With Children Check

DISCLAIMER

It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.