



Ioddon campaspe community legal centre

A program of Advocacy & Rights Centre Ltd (trading as ARC Justice)
ABN 23 082 541 240, 171 Hargreaves Street, Bendigo, 3550

POSITION: Health Justice Partnership Lawyer, full time 2 year Fixed Term Contract

SALARY: Terms and conditions of employment are based on the Community Legal Centres Multi-Business Agreement with over award (SCHADS) salary in the range of based on qualifications, skills and experience. The benefits of tax-effective salary packaging (up to \$30,000 grossed-up per FBT Year) plus access to Accommodation and Meal Entertainment packaging. An additional 3 days ex gratia leave between Christmas and New Year's Day is also provided. Employer funded superannuation is paid in accordance with the Superannuation Guarantee (Administration) Act 1992, and is in addition to the gross salary offered. Relocation assistance is also on offer for the right candidate.

HOURS: 38 hours per week (Full Time) 7.6 hours per day. Some out of hours work may be required for personal supervision of evening advice clinics and to attend occasional evening and/or week-end events. Flexitime work arrangements are available. Overtime is not payable but time in lieu is available within ARC policy guidelines.

LOCATION: LCCLC office is located at 171 Hargreaves St, Bendigo. The position will regularly visit Kangaroo Flat site of Bendigo Community Health Service, as well as service courts or engage with other services throughout and beyond the region, requiring travel outside of normal work hours (subject to flexitime arrangements) and possible overnight stays away from Bendigo (e.g. Melbourne).

COMMENCEMENT DATE: July 2018

APPLICATION INFORMATION: **Applicants are asked to address both the essential and desirable Key Selection Criteria, in the position description. Applicants who do not address all the selection criteria will not be interviewed.** Applications need to include a covering letter, resume and preferably no more than two A4 pages addressing **all** the selection criteria and be addressed to Ms Lindy Harland, Manager and Principal Lawyer LCCLC, and emailed **by 9:00am, Monday, 2nd July 2018**, to recruitment@arcjustice.org.au. Enquiries to Lindy Harland 5445 0909.

KEY SELECTION CRITERIA

Essential (Skills, knowledge, experience, qualification and/or training)

1. A highly motivated person with a mature professional approach and demonstrated experience in legal advice and casework in the areas of community law (law relevant to disadvantaged communities including family law, family violence, child protection, consumer complaints, credit and debt, infringements and summary crime). Family violence and family law experience are particularly important for this position
2. Demonstrated understanding of legal practice within a multi-disciplinary framework, with a commitment to working within a therapeutic practice
3. Experience working within a community development framework, especially principles of empowerment and participation
4. Experience building and maintaining relationships with organisations and stakeholders.
5. Capability in implementing and reporting projects, including monitoring and evaluation and ability to work independently
6. Outstanding oral and written communication skills

Desirable (Skills, knowledge, experience, qualification and/or training)

1. Understanding of public and social health sectors
2. Experience in community legal education
3. Experience working with clients who are disadvantaged and vulnerable including those who are from culturally and linguistically diverse backgrounds and/or Aboriginal and Torres Strait Islander

Prerequisites

1. Law degree with 3 years minimum post-admission experience or other relevant legal experience
2. Eligible for an unrestricted practising certificate in Victoria
3. Unrestricted Victorian driver's license
4. Clear Police record check (concerning offences of dishonesty and personal safety) and obtaining a Working with Children Card

JOB DESCRIPTION – HEALTH JUSTICE PARTNERSHIP LAWYER – LODDON CAMPASPE COMMUNITY LEGAL CENTRE

Organisational overview

Vision

An inclusive community built on a foundation of human rights and equality before the law.

Purpose

We promote equality before the law for people in rural and regional Victoria by: providing legal, advocacy and support services; elevating justice as an issue in public discourse; and advocating for systemic change that upholds human rights.

Loddon Campaspe Community Legal Centre (LCCLC) is a program of ARC Justice. LCCLC provides free legal information, casework and advice to Central Victorians who can't afford a lawyer or who are ineligible for legal-aid. We are targeted in the provision of our legal assistance, whereby priority is given to people effected by disadvantage, family violence and those with additional vulnerabilities.

We seek to:

- * Provide client focused services which protect and support people to exercise their rights;
- * Deliver community education to increase community knowledge of rights, responsibilities; support services and pathways to dispute resolution
- * Collaborate to increase efficiency and integrated service design, ensuring a holistic client approach; and
- * Drive systemic advocacy & law reform, leading to systems change through improving laws, policies and institutional practices.

LCCLC provides generalist services and a range of specialist services including:

- A Health- Justice Partnership with Bendigo Community Health Services
- Child protection legal assistance services
- Family Violence legal assistance services
- Bendigo Student Outreach Service at La Trobe University, Bendigo Campus
- Tipping the Scales, a Community Justice Partnership in Maryborough
- Clinical Education Program with La Trobe University law students

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Bendigo Community Health Services (BCHS) provides a range of primary and community health services and program to individuals, families and more broadly to communities in need within the City of Greater Bendigo.

BCHS is a not-for-profit organisation with over 180 staff offering more than 40 services, working in partnership to create better outcomes and supporting the next generation health professional with education and research placement and support.

Bendigo Health Justice Partnership

The Bendigo Health Justice Partnership (HJP) is an innovative collaboration between BCHS and the LCCLC, which was established in 2013.

The HJP has involved embedding a lawyer at BCHS to:

- Deliver legal services more effectively to target clients, particularly those accessing family services
- Develop the capacity of BCHS staff to identify and respond to legal issues
- Identify legal policy/systemic issues that impede client wellbeing and require reform

The independent evaluation of the Bendigo HJP found:

- * Over 90% of the HJP clients said that they would not have otherwise sought legal help;
- * Clients were complex and have more than one legal problem and a multitude of other health and social welfare problems. Many reported they were anxious and frightened as they did not know their rights/position, which impacted on their health and well-being;
- * 100% of clients' interviewed from the pilot experienced reduced stress due to the legal intervention;
- * 40% of clients interviewed reported having previous poor experiences with lawyers or the legal system as a deterrent in seeking legal help; and
- * The ability of health professionals to identify and respond to their clients' legal issues significantly increased

You can find an abridged version of the independent evaluation here:

<http://lcclc.org.au/wp-content/uploads/2017/11/Abridged-HJP-Final-Research-Report.pdf>

Health Justice Lawyer Role

The HJP lawyer will lead and champion the Bendigo HJP and will be the primary contact for the Health Justice partnership. The position will be based on site at BCHS a minimum of three days per week. The program's design ensures that the HJP lawyer remains strongly connected to LCCLC for support and to share learnings.

The incumbent will be given the opportunity to be innovative, collaborative and lead best practice in legal service and projects. They will also need to work towards the organisation's long term goals and reporting obligations and support the achievement of the ARC Justice Strategic Plan. This position reports to the LCCLC Manager and Principal Lawyer (MPL).

Legal Service Delivery

- Provide legal assistance (information, referral, advice and casework) in a health service setting and onsite at LCCLC in all services modes (e.g. by telephone, face to face, via video conferencing), as well as outreach to local courts (within the Loddon Campaspe region)
- Ensure quality and consistency of delivery of legal services in accordance with LCCLC policies to ensure high standards of service to clients often with complex and disadvantaged needs.
- Under the direction of MPL assist in the mentoring of more junior staff and supervise volunteers from time to time as required.
- Ensure the complete and accurate collection of client data and entry onto CLASS client database, and if applicable, the application of Victoria Legal Aid grants of aid.
- Undertake the role of "Nominated Person" as defined in the "risk Management and CLC Practice" guide published by the National Association of Community Legal Centres.
- Oversee evening advice service on a roster system at LCCLC (approximately one evening every 6 weeks)

Community Development, Legal Education and Law Reform

- Champion the evolution of Health Justice Partnerships in Australia.
- Monitor casework to identify systemic issues and feed this information into the Service's strategic plan and work plans.
- Monitor opportunities for participation or collaboration in policy and law reform activities, particularly policy work that links direct service delivery with broader public health or health administration objectives.
- With the support of the MPL engage in appropriate Law Reform or Community Development activities.
- In collaboration with the LCLCC community legal education and project worker, develop, review, and deliver legal education to community members and service providers, particularly BCHS or other associated health services.
- Raise the CLC public profile and promote awareness of legal rights and responsibilities, through participation in public forums, the media (e.g. press releases, radio interviews) and community presentations.
- Network with a wide range of stakeholders to advance organizational objectives, including Victorian HJP network, the Federation of Community Legal Centres, National Association of Community Legal Centres, Victoria Legal Aid, community legal centres, private legal practices, Courts, the Department of Justice, the Law Institute of Victoria, educational bodies and other relevant community agencies.

General and Organisational Responsibilities

ARC Justice is committed to the health, safety and wellbeing of its staff. ARC Justice and its staff must comply with a range of statutory requirements, including equal opportunity, occupational health and safety and privacy laws. ARC Justice also requires staff to comply with its policy and procedures, which relate to statutory requirements and our ways of working. We are a child safe organization.

Employees are accountable for completing training on these matters and ensuring their knowledge and the knowledge of their staff is up to date.

- Support the achievement of the ARC Justice Strategic Plan.
- Assist in the implementing, reporting and evaluation of projects, particularly the Bendigo HJP.
- Attend internal staff and planning meetings, supervision and performance review processes.
- Travel to Kangaroo Flat, Shepparton, Melbourne and local regional Courts as required.
- Participate in professional development, meet CPD responsibilities and attend national and local conferences as required.
- Involvement in fundraising and other events as required.
- Facilitate the timely and responsible use of grievance procedures to ensure that action is taken when change is required in order for performance to be improved or conflict to be resolved.
- Adhere to organizational policies and procedures and support the agreed ARC Justice Values and Behaviors.
- Share general office duties, including administration, as required.
- Undertake other duties as reasonably required by the MPL and ARC Justice Executive Officer.

IMPORTANT INFORMATION

Appointment will be subject to reference checks and passing a National Police Check and Working with Children Card.