



## Principal Solicitor / Clinical Supervisor

**Job no:** 496978

**Work type:** Continuing / Full time

**Location:** Sydney, NSW

**Categories:** Administration

**At UNSW, we pride ourselves on being a workplace where the best people come to do their best work.**

UNSW is currently implementing a ten-year strategy to 2025 and our ambition for the next decade is nothing less than to establish UNSW as Australia's global university. We aspire to this in the belief that a great university, which is a global leader in discovery, innovation, impact, education and thought leadership, can make an enormous difference to the lives of people in Australia and around the world.

### **About UNSW Law, Kingsford Legal Centre**

Established in 1981, Kingsford Legal Centre is an award-winning community legal centre and clinical legal education centre for UNSW Sydney Faculty of Law. It has an annual operational budget of around \$1.4 million, and each year provides clinical legal education to around 450 students and over 1,500 advices. The Centre is a recognised leader in both clinical legal education nationally and internationally and the community legal centre/legal assistance sector in Australia.

### **About the role**

- \$104,618 - \$117,875 + 17% Superannuation
- Continuing appointment
- Full time (35 hours per week)

The position of Principal Solicitor/Clinical Supervisor is to develop and manage the legal centre staff in providing effective advice and casework in areas including; law reform and policy work, community legal education programs.

This role reports to the Director, Kingsford Legal Centre, and has 6 direct reports.

### **Specific responsibilities for this role include:**

- Managing the day to day operations of the Centre including supervision of staff, ensuring compliance with and development of policies and procedures, maintaining stakeholder relationships and ensuring compliance with funding agreements in consultation with the Director. KLC.
- Managing and supervising the casework and advice work of the centre including; ensuring the work of the legal practice furthers the strategic goals of the Centre and in accordance with our policies. Convene regular casework meetings for case allocation, case discussion and monitoring casework loads.
- Developing and undertaking policy and law reform responses in areas relevant to the strategic goals of the Centre. Supervising and leading the provision of community legal education by the Centre.
- Delivering quality clinical legal education to the UNSW law students by;
- Supervising student case management and performance.
- Supervising students in their work at the Centre, and take a senior role in relation to legal practice issues and students, including risk management issues.
- Assisting with the induction of students each session and undertaking regular student assessment
- Teaching classes to students and developing and teaching new classes
- Supervising student involvement in, advice, casework community legal education and other projects.

### **Specific requirements include:**

- Eligible for an unrestricted practising certificate in New South Wales
- Minimum of 2 years' experience as a Principal Solicitor
- Experience in teaching in a tertiary education setting
- Extensive experience in advice and casework, including complex casework and specialised knowledge in an area relevant to the Centre's work
- Proven extensive experience in law reform and policy work or in the development and design of community legal education

Please address the selection criteria listed within the position description in your application. Please apply online - applications will not be accepted if sent to the contact listed.

Download File [Principal Solicitor Clinical Supervisor - KLC - Position Description.pdf](#)

### **Contact:**

Hayley Randall

Talent Acquisition Consultant

T: 02 9385 0962

**Applications close: 11:30pm Wednesday 29th May 2019**

UNSW aspires to be the exemplar Australian university and employer of choice for people from diverse backgrounds. UNSW aims to ensure equality in recruitment, development, retention and promotion of staff, and that no-one is disadvantaged on the basis of their gender, cultural background, disability, sexual orientation or identity. We encourage everyone who meets the selection criteria to apply.

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