



## Aboriginal Legal Access Program Worker

Part time, working hours are negotiable 10:00 – 2:00 pm 4 days/week

### About Western Sydney Community Legal Centre

Western Sydney Community Legal Centre (WSCLC) is the largest CLC in NSW addressing significant legal and community needs across a geographically and culturally diverse community.

WSCLC's legal team comprises of a Community Justice Practice, a Family Relations Practice, an Outreach Practice, a Care & Protection Early Intervention Practice, a Home Building Advocacy Service and Student Legal Services Practice in affiliation with the University of Western Sydney.

We are currently recruiting for an experienced Aboriginal Legal Access Program Worker to join our team.

### Position details

The primary purpose of this position is to help build meaningful and trusted connections between our Aboriginal and Torres Strait Islander community and the Centre's Legal service. This position will support our commitment to provide a culturally appropriate environment and service to our Aboriginal and Torres Strait Islander clients.

***This is an Aboriginal/Torres Strait Islander identified position. Being an Aboriginal Person is a genuine occupational qualification for this position under the NSW Anti-Discrimination Act.***

***A current Working with Children Check is a requirement of the position.***

### Accountability

The position holder reports directly to the Principal Solicitor of WSCLC.

The position holder is required to work independently without direct supervision or where appropriate, with minimal supervision and independently resolve problems.

### Key Responsibilities

- Provide assistance through case-management (Hawkesbury and Nepean specific), referral and information for Aboriginal and Torres Strait Islander clients who contact the Centre.
- Supervise the Aboriginal Legal Access Program Administration Officer in day-to day duties.
- Assist in Community Legal Education Projects in conjunction with the legal service.
- Working with the WSCLC Legal service to provide input into specific Legal Education Projects.
- Develop and maintain community networks and relationships.
- Involvement in the development of Aboriginal and Torres Strait Islander service delivery strategies.
- Provide advice as required to the Centre in ensuring that our services are client focused and appropriate for Aboriginal and Torres Strait Islander clients.
- General duties.

### Essential Selection Criteria

- Demonstrated ability to work effectively and sensitively with Aboriginal and Torres Strait Islander communities.
- Demonstrated understanding of and commitment to social justice and community development.
- Ability to give examples of a candidate's capacity in oral and written skills including data input and extraction, case notes and hard file management.
- Demonstrated undertakings of establishing and maintaining external networks
- Ability to think, prioritize and respond to high pressure situations through advocacy and crisis support while maintaining daily task work.
- Sound ability to coordinate large projects in education and engagement.
- Drivers license with fully comprehensive car insurance.

### Desirable Selection Criteria

- Completion or undertaking any relevant tertiary qualification.
- Experience working in a Community Legal Centre or other legal service focused on social justice issues.
- Localized knowledge of the Hawkesbury and Nepean Aboriginal community.

### HOW TO APPLY

All applications require:

- A CV including 2 referees, preferably including your most recent supervisor.
- A statement addressing the Selection Criteria. Applications which do not include the selection criteria will not be considered
- Applications to be emailed to [recruitment@wsclc.org.au](mailto:recruitment@wsclc.org.au)
- Only people who are successful to interview stage will be contacted.

In case of any questions, please email at [recruitment@wsclc.org.au](mailto:recruitment@wsclc.org.au) or call on (02) 8833 0952

**Remuneration:** Social Community Home Care and Disability Services (SCHCADS) Award 2010 Level 5 Pay Point negotiable (plus 9.5% superannuation)

**Application closing date:** 12th September, 2019 by 5.00pm COB

**CLICK FOR FURTHER  
INFORMATION AND TO APPLY**