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**Position Title:**

**Reports to: Date:**

**Senior Lawyer (Casework) Community and Health Justice Partnerships**

**Managing Lawyer, Community and Health Justice Partnerships**

**November 2021**

**SUMMARY**

LawRight is a not-for-profit community legal centre that improves the lives of people with complex need by increasing access to justice through strategic partnerships with pro bono lawyers and with community, health and civic organisations.

LawRight Community and Health Justice Partnerships (**CHJP**) operate at 13 locations, where staff and visiting pro bono lawyers collaborate with health and community worker to resolve the complex, intersecting problems for people experiencing homelessness.

The Senior Lawyer (Casework) will:

* lead the delivery of our casework, with a focus on developing casework processes and resources that ensure the effective and consistent delivery of legal services across the CHJP program;
* support, review and guide the legal work of other Brisbane-based CHJP lawyers;
* supervise the legal services delivered through their allocated partnerships;
* work with the Managing Lawyer to identify and deliver law reform projects; and
* maintain effective relationships with pro bono partner firms and community agencies.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

1. Lead the Brisbane-based CHJP team to provide effective and accurate legal services by:
   * conducting regular meetings to review and guide the work of each Brisbane-based CHJP lawyer;
   * providing on-the-spot support or guidance as needed;
   * conducting regular, detailed audits of existing processes and files with the support of the Managing Lawyer; and
   * working with Brisbane-based lawyers to develop and execute a strategic plan for each partnership in line with LawRight’s Strategic and Operational plans.
2. Lead the CHJP casework strategy to ensure the legal work conducted by the entire CHJP remains considered, consistent and effective.
3. Work with other senior staff to design and implement the CHJP’s research and law reform strategy.
4. Supervise and deliver direct legal work through your allocated partnerships by:
   * developing and maintaining relationships with pro bono partner firms and community agencies;
   * assisting volunteer lawyers to determine the strategic direction of individual client files;
   * co-locating at selected partner community agencies up to two days a week;

* facilitating effect referrals from partner community agencies; and
* carrying out all other tasks as necessary for the effective management of your files.

1. Work with the CHJP Project Officer to deliver student clinics connected to the CHJP Brisbane.
2. Develop and deliver training sessions to volunteer lawyers and frontline community workers, develop internal training resources, and organise relevant CPD and CLE training sessions.
3. Contribute to the effective operation of the CHJP program through strategic engagement with stakeholders, particularly partner firms and host community agencies;
4. Undertake other tasks as required; and
5. Participate in the general activities of LawRight, including contributing to the organisation of events, and assist with the general running of the LawRight office.