Position Description

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| Position | *Managing Lawyer – Strategic Litigation* |
| Reports to | *Director of Legal Practice* |
| Direct reports | *2-3* |
| Indirect reports | *0* |
| Scope | *The Managing Lawyer, Strategic Litigation* is the legal practice litigation expert. The Managing Lawyer, Strategic Litigation is responsible for running several litigation files, identifying trends, systemic issues and legal issues for possible strategic litigation, and is a source of practical expertise for our casework. The Managing Lawyer, Strategic Litigation is one of a team of 10-15 lawyers and will have responsibility for directly managing 2-3 lawyers. The Managing Lawyer is also expected to mentor and advise the practice generally on complex litigation matters and to assist the practice on complex consumer law issues that arise through its legal advice lines. The Managing Lawyer, Strategic Litigation plays a key role in liaising with CALC’s Policy and Campaigns team to identify priority legal issues. |

**POSITION PURPOSE**

The Managing Lawyer, Strategic Litigation takes the lead on complex litigation and identifying strategic legal issues, developing trends and emerging problems.

**Key Accountabilities**

* Act as a civil litigation and civil procedure specialist, advising and developing litigation skills among members of the legal practice
* Empower Victorian consumers by leading Consumer Action’s strategic litigation initiatives and high impact legal representation, including exploring new ways to support and resource strategic litigation.
* Accountable for running larger sized litigation matters, including in superior courts.
* Pro-actively identify systemic consumer issues and make a visible contribution to policy and campaign activities
* Contribute to the organisation’s goal of supporting its people to do a great job by overseeing litigation work by other casework lawyers and mentor their litigation skills
* Deliver internal training to the legal practice and the organisation on legal ethics and civil litigation law
* Advise and mentor lawyers in the practical and strategic application of technical legal expertise in credit and consumer law
* Maintain an excellent knowledge of consumer and credit law, and emerging issues. Undertake legal research on complex legal issues and update the legal practice as required on emerging issues
* Build an effective and sustainable community sector through the provision of legal advice to financial counsellors and community lawyers and workers as required;
* In collaboration with the Director of Legal Practice, resolve ethical issues and practice management risk issues as required, and assist with development of policies and procedures for the legal practice

**QUALIFICATIONS AND EXPERIENCE**

The Managing Lawyer – Strategic Litigation must be a qualified legal practitioner holding, or eligible to hold, a principal practicing certificate and trust account responsibilities.

**Strategic Litigation**

Demonstrated substantial experience in civil litigation in courts and tribunals typically associated with 6-10 years post admission experience. Ability to prepare court documents and run complex litigation in a team (including external Counsel) with limited supervision. Ability to appear before courts and tribunals as an advocate and to instruct Counsel in court where required. Deep understanding of centre's goals of empowered people and a fairer system, and the strategic role of litigation in promoting them.

**Specialist Knowledge**

Specialist knowledge of civil procedure rules and the ability to apply this knowledge in assisting and empowering people through legal advocacy and representation. Good working knowledge of consumer law, consumer credit law, evidence law, costs law, debt enforcement procedures and legal ethics.

**Dispute Resolution Skills**

Demonstrated substantial experience in dispute resolution, particularly in court ordered mediations and external dispute resolution forums; advanced negotiation skills.

**Skills in working with our client base**

Demonstrated skills communicating with and advocating for disadvantaged, low-income, culturally and linguistically diverse client groups. Awareness and understanding of the complexities for vulnerable clients and their legal issues.

**Risk Management**

Strong understanding and ability to apply and guide others in managing legal risk for the benefit of clients and the organisation. Understanding of the broader application of risk management in a community legal centre.

**COMPETENCIES**

**What kinds of behavioural skills are required for success in this role?**

* Cooperates and works well with others; shows consideration, concern and respect for others’ feelings and ideas; accommodates and works well with the different working styles of others, treating all people with dignity and respect;
* Designs own approaches for excellent performance and structures time and tasks to achieve prioritised outcomes;
* Excellent conceptual, analytical and systematic thinking skills, with demonstrated ability to interpret and apply legislation, examine evidence and to develop case theories;
* Works effectively with high degree of autonomy and accountability; self-motivated and can demonstrate initiative, sound time management and ability to deal with competing priorities under pressure;
* Confident in mentoring, coaching and, as delegated, managing junior team members and volunteers with a high level of awareness of personal impact.
* Pro-actively models and promotes reflective practice, organisational values and the maintenance of high professional and ethical standards within the Legal Practice.
* Demonstrates a high level of resilience and emotional intelligence.