

Position Description

Research Lawyer / Legal Researcher

24 month fixed term contract, full time or part time (minimum 3 days per week)

Location: Sydney, with flexible working supported

1. About PIAC and Towards Truth

The Public Interest Advocacy Centre is a leading social justice law and policy centre. We build a fairer, stronger society by helping to change laws, policies and practices that cause injustice and inequality.

[Towards Truth](#) is a groundbreaking collaboration between PIAC and the Indigenous Law Centre (ILC) at UNSW that responds directly to the call of the Uluru Statement from the Heart for truth-telling. We are building a comprehensive database and website that provides an accurate, detailed record of the laws and policies that have impacted upon the lives of First Nations people.

This is a bold and ambitious project that is the first of its kind – nationally or internationally. We have started the project in NSW, with other jurisdictions to be added over time.

The database and website can be used by a broad cross-section of the community to better understand our history and engage in truth-telling. It will also help inform the process of treaty-making.

2. Position overview

The Research Lawyer / Legal Researcher will report to the Project Director – Towards Truth at PIAC, and work under their supervision and direction. The Research Lawyer / Legal Researcher will work closely on a day-to-day basis with the Project Manager, Research Assistant, volunteers and interns.

The Research Lawyer / Legal Researcher will support the day-to-day implementation of the project by leading legal and policy research and reviewing the law and policy research for the database. The Research Lawyer / Legal Researcher will maintain contact with external stakeholders to support the research and to obtain documents for the project.

3. Major accountabilities

3.1 Lead research in a specific areas of law and policy, including:

- developing a research plan
- preparing research requests for pro bono lawyers, interns and research assistants
- overseeing research for the area of law and policy

- interpreting the law, and
 - drafting summaries of laws and policies for the website.
- 3.2 Support the Project Manager to induct pro bono researchers and expert reviewers.
 - 3.3 Assist Project Manager with supervising and tracking work of pro bono lawyers, interns and research assistants.
 - 3.4 Work with subject matter experts to inform research requests and substantive review of research for the database.
 - 3.5 Provide input into database and website design and development.
 - 3.6 Ensure core project documents are up to date and reflect practice in close collaboration with Project Manager and Project Director.
 - 3.7 Develop relationships with external stakeholders such as libraries and government agencies who can assist the project by providing documents.
 - 3.8 Support the successful implementation of PIAC's Reconciliation Action Plan.
 - 3.9 Other duties as required, including administrative assistance to support the project.

4. Knowledge, skills and experience

- 4.1 Understanding and appreciation of Aboriginal culture and history, preferably including in NSW.
- 4.2 Demonstrated research and analytical skills.
- 4.3 Well-developed written communication skills with attention to detail and the ability to write clearly for a non-legal audience.
- 4.4 Demonstrated organisational skills.
- 4.5 Good interpersonal skills and the capacity to develop formal and informal relationships and networks with stakeholders.
- 4.6 Understanding of the law and functions of government.
- 4.7 Understanding of the Uluru Statement from the Heart and a commitment to truth-telling.
- 4.8 Demonstrated ability to work cooperatively as part of a team.
- 4.9 Tertiary qualifications in law with at least 2 years post qualification experience.

5. Conditions

PIAC is an equal opportunity employer and is committed to promoting a diverse and inclusive workforce.

Annual salary range: \$91,377 to \$103,815 (pro rata where applicable) plus leave loading and superannuation.

PIAC is a Public Benevolent Institution and is currently able to offer salary packaging options subject to PIAC's Salary Sacrifice Policy. Staff who take full advantage of salary packaging options can significantly increase their take-home pay.

PIAC's Enterprise Agreement provides benefits including additional paid leave between Christmas and New Year and paid cultural and ceremonial leave. See further: [Public Interest Advocacy Centre Enterprise Agreement](#).

The position is offered as negotiated with the successful candidate. The position is for a two year contract with the possibility of extension.

PIAC is committed to flexible working arrangements and provides opportunities for professional development and mentoring. Our workplace culture is collaborative, dynamic and committed to cultural safety.

6. Applications

Your application should be no longer than 6 pages in total. An application should comprise a cover letter, resume, and a statement outlining your suitability for the role with reference to the selection criteria (see 'knowledge, skills and experience').

Applications should be sent by email to jobs@piac.asn.au

Inquiries about the position should be addressed to:

Anna Harding
Project Director, Towards Truth Project
aharding@piac.asn.au

If you would like to discuss the recruitment process and any reasonable adjustments you may require, please contact Jessica Leung at jobs@piac.asn.au.