

## CENTRAL LAND COUNCIL

### JOB DESCRIPTION

<b>POSITION TITLE:</b>	Lawyer
<b>POSITION NUMBER:</b>	LE003, LE004, LE005, LE008, LE010 and LE012.
<b>CLASSIFICATION LEVEL:</b>	CL 6 – SO C (Broad-banded)
<b>POSITION LOCATION:</b>	27 Stuart Highway, Alice Springs
<b>RESPONSIBLE TO:</b>	Senior Lawyer
<b>LAST REVIEWED:</b>	May 2018

#### KEY FUNCTIONS

*This position is one of a team of lawyers in the legal section of the Central Land Council (CLC) who provide legal advice to the Council and staff and legal representation to traditional Aboriginal owners and Native Title holders in relation to legal matters arising under the Aboriginal Land Rights (Northern Territory) Act 1976 (ALRA) and the exercise of Native Title rights and matters arising from the Native Title Act 1993 (NTA). This position will primarily work on a regional basis undertaking necessary legal tasks within the region they are assigned.*

#### SPECIFIC ROLE RESPONSIBILITIES AND DUTIES

1. Represent, assist and advise traditional Aboriginal owners in matters arising from the acquisition, use, occupation and management of Aboriginal Land under the ALRA.
2. Assist and advise Native Title holders in legal aspects of the CLC's role as a Native Title representative body pursuant to the NTA.
3. Assist with the conduct of negotiations with mining companies and others seeking access to land in the CLC region.
4. Assist and advise in relation to economic development on Aboriginal land, including developing corporate structures, drafting contractual arrangements, and scrutinising financial matters.
5. Provide advice to CLC in respect to the performance of its statutory functions under the ALRA.
6. Provide advice to the CLC and to staff of the CLC on legislative and policy issues arising from the ALRA and other Commonwealth and Territory legislation and law.
7. Represent the CLC in Courts and Tribunals as required.
8. Engage in effective consultations with, and take instructions from, traditional Aboriginal owners and Native Title holders as required.
9. Assist in the development of appropriate skills experience and expertise of CLC staff, and in particular, Aboriginal staff members.
10. Disseminate information according to Council guidelines to the Council's constituent communities.
11. Other duties that are safe, legal and logical while being within limits of the employee's skills, competence and training consistent with the classification structure.

#### MONITORING AND COMPLIANCE REQUIREMENTS

- Aboriginal Land Rights (NT) Act, 1976;
- Northern Territory Aboriginal Sacred Sites Act;
- Native Title Act, 1993;
- CLC Corporate Plan;
- CLC Enterprise Agreement and Code of Conduct;
- CLC Risk Management Plan;
- Industrial Relations Legislation;
- Public Governance, Performance and Accountability Act 2013 (PGPA Act);

- Work Health & Safety Act (Cwth) 2011;
- Workers Compensation Legislation;
- Anti-Discrimination and Privacy Legislation; and
- CLC Policies and Procedures;

#### **WORKING RELATIONSHIPS**

- Reports to and receives direction from Senior Lawyer, and under supervision of Legal Practice Manager;
- Work collaboratively with all other staff of the Legal Section in making positive contributions to the CLC's performance;
- Works closely and collaboratively with other operational sections of the CLC in performing the functions of the position and to ensure effective coordination with CLC policy development and achievement of organisation goals; and
- Develops and maintains good working relationships with CLC constituents, partner organisations, and government and non-government agencies relevant to the functions of the positions.

#### **EXTENT OF AUTHORITY**

- Financial authorisation as per the CLC Purchasing and Procurement Policy.

<b>SELECTION CRITERIA</b>	<b>LE003, LE004, LE005, LE008, LE010 and LE012</b>
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#### **ESSENTIAL**

1. Qualified to be admitted as a legal practitioner in the Northern Territory.
2. Capacity to provide legal representation and advice to traditional Aboriginal owners on relevant legal matters.
3. An understanding of the issues affecting Aboriginal people living in remote localities.
4. Experience in providing legal and policy advice.
5. Ability to work under pressure and with limited supervision and have adaptable and flexible attitudes and approaches to work.
6. Highly developed written and oral communication skills.
7. Preparedness to travel and work in remote areas. Appropriate level of health and fitness to meet the rigours of remote fieldwork including driving long distances in a 4WD vehicle, changing tyres and lifting up to 20kg as necessary.
8. Good interpersonal skills with an ability to communicate effectively with people, particularly Aboriginal people.
9. A current NT driver's licence and the ability to operate four-wheel drive vehicles safely in remote localities.

#### **DESIRABLE**

1. Well-developed negotiation skills (particularly in relation to matters associated with the commercial and other access to Aboriginal land).
2. Experience working with Aboriginal organisations and/or issues.
3. Experience in commercial legal matters.
4. Knowledge of legislation relevant to traditional Aboriginal owners and Native Title holders in the Northern Territory.
5. An understanding of Indigenous economic development issues.
6. Ability to communicate with Aboriginal people and to advise and seek instructions in a culturally appropriate way.
7. Commitment to Aboriginal self-determination.
8. Ability to work effectively and efficiently as part of a multi-disciplined team of professional and non-professional staff.

**APPROVED COPY**

Signed: .....

Date ...../...../.....

**UNIT MANAGER**

Signed: .....

Date ...../...../.....

**GENERAL MANAGER**

**ACKNOWLEDGEMENT FOR RECEIPT OF POSITION DESCRIPTION**

This Job Description forms part of the Contract of Employment and reflects the position at present time only, and may be changed at management's discretion in the future.

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Employee Name (Please Print)

Employee Signature

Date