**SCHEDULE 1**

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| Position Title | **Casual Solicitor (Mental Health Legal Service)** |
| Location | Queensland Advocacy Incorporated  2nd Floor, South Central, 43 Peel Street (cnr Merivale Street) South Brisbane Qld 4101 |
| Industrial Instrument | Social, Community, Home Care and Disability Services Industry Award 2010 (SCAHDS Award) |
| Classification | Level 4 or Level 5 - Pay point commensurate with experience |
| Employment status | Casual |
| Position Reports to | Principal Solicitors |
| Date | 4 May 2021. Applications after this time may also be considered. |

# Queensland Advocacy Incorporated Values

The Solicitor (Mental Health Legal Service) will have a commitment to Queensland Advocacy Inc (QAI) to promote and implement the values and philosophies of the organisation when conducting activities and actions related to their position.

# Organisational Context

Queensland Advocacy Incorporated (QAI) is an independent, community-based systems and legal advocacy organisation for people with disability. QAI's mission is to promote, protect and defend, through advocacy, the fundamental needs, rights and lives of the most vulnerable people with disability in Queensland. The organisation does this by engaging in systemic advocacy through campaigns directed at attitudinal, law and policy change, and by supporting the development of a range of advocacy initiatives in this State.

As QAI is a social advocacy organisation, it works to uphold the principles of fundamental human rights, social justice and inclusion in community life by:

* + taking positive, ethical action;
  + being on the side of people with disability;
  + being understanding of their position and vulnerability;
  + being independent with minimised conflicts of interest;
  + focussing on fundamental needs, welfare and interests;
  + doing advocacy with vigour and a sense of urgency; and
  + remaining loyal and accountable over time.

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People involved with QAI therefore believe that people with disability:

* + are as valuable as any other human beings, regardless of what they can or cannot do;
  + need to live well and have the same opportunities in life as other people;
  + are part of the relationships and connections of ordinary life and can participate and contribute to the rich and diverse fabric of our communities; and
  + should not be segregated, congregated or isolated on the basis of disability.

# Role Description

Solicitors at QAI will be employed on a casual basis from time to time to meet the legal needs of clients including in representations before the Mental Health Review Tribunal (**MHRT)**.

Successful applicant/s for this position will complete paid induction and training and may then be offered further work. Casual solicitors can indicate their preference for the quantity of work they would ideally like, but there are no guaranteed hours of work and employment can cease without notice in accordance with the provisions of the SCAHDS Award regarding casual employment.

Casual solicitors with the Mental Health Legal Service will provide legal advice and casework within the scope the service, including in relation to the *Mental Health Act 2016* (Qld), the *Human Rights Act 2019* (Qld), with representation before the MHRT in matters referred to it through Legal Aid Queensland (LAQ) and as required for matters where an individual requests the assistance of a lawyer at the MHRT when a lawyer is not appointed.

The Solicitors (Mental Health Legal Service) will work primarily in the LAQ Referrals team to:

1. Provide legal advice, information and referral.
2. Provide representation before the MHRT for matters where a lawyer is required to be appointed as referred by Legal Aid Queensland.
3. Support the work of other QAI services as needed, including in matters before the MHRT where a lawyer is not required to be appointed.
4. Ensure that client files and records are kept and maintained in accordance with the requirements of the *Legal Profession Act 2007* (Qld), the National Association of Community Legal Centre’s Risk Management Guide and QAI’s policies and procedures.
5. Undertake training required to perform the above duties.

# Key Capabilities

1. Strong commitment to human rights, social justice and diversity.
2. Experience in Mental Health Law, Criminal Law, with desirably at least two (2) years Post Admission Experience.
3. Demonstrated experience providing legal advice and representation to highly vulnerable individuals in the community.
4. Well-developed legal casework, advocacy and negotiation skills.
5. Excellent interpersonal & verbal communication skills including the ability to communicate sensitively with clients and other people from diverse backgrounds.
6. Excellent written skills, including ability to convey information in simple English.
7. Ability to work independently or collaboratively as part of a team to achieve positive outcomes.
8. Ability to work non-confrontationally, yet reason and argue assertively on important issues on behalf of people with disability.

## Mandatory Requirements

1. Admitted, or eligibility to be admitted, to legal practice in Queensland.
2. The position is conditional on:
   * accreditation by LAQ as a nominated practitioner to represent clients before the MHRT; and
   * willingness to meet the Department of Health Vaccine Preventable Disease (VPD) screening requirements as required for all practitioners appearing before the MHRT.

c) Current driver’s licence as some travel may be required as part of this role.

1. **How to apply**

To apply for this position please submit the following documents:

1. A current resume detailing previous, work, voluntary or relevant experience including two referees.
2. A Short (one page) introductory letter addressing the key capabilities and mandatory requirements outlined above.