

Justice Connect Practical Legal Training Placement – Public Interest Law, Melbourne

Justice Connect's Public Interest Law - Melbourne is currently looking for a Practical Legal Trainee* (PLT) to start in January 2019, minimum 50 days and minimum 3 days per week.

The Public interest Law team makes referrals to barristers and solicitors on behalf of individuals experiencing disadvantage. PLT students are a vital part of our work. Successful applicants will gain valuable and practical generalist experience working alongside experienced lawyers and barristers in the pursuit of social justice.

Some of the tasks that Public Interest Law PLTs undertake include:

- Taking instructions from potential clients who are vulnerable
- Engaging with other legal professionals
- Managing intake of new online enquiries via Justice Connect online intake
- File management: maintaining accurate client information
- Providing supervised legal information to clients
- Involvement in current and potential Public Interest Law projects, which may include researching of particular issues, preparing fact sheets, participating in discussions
- Legal research, analysis and problem solving
- Participate in making referrals which may include; liaising with barristers and lawyers, preparing referral memos, drafting counsel briefs and delivering briefs to counsel chambers.

To be eligible for this position, you must:

- Have completed your law degree
- Be currently completing your Graduate Diploma of Legal Practice (through College of law or an equivalent institution)
- Undertake a minimum of 50 days of practical legal training at Justice Connect
- Lawyers will not be considered

Please note that PLT positions are unpaid

The Justice Connect Melbourne office is located in the Melbourne CBD.

As a PLT student with this service, you will develop practical and procedural legal experience and skills across various practice areas. Applications will be assessed based on demonstrated interest in and commitment to not-for-profit organisations and the community sector.

Aboriginal and Torres Strait Islander people are highly encouraged to apply.

Applications will be reviewed on a rolling basis and the positions will be open until filled.

How to Apply:

Applications should comprise of a single Word or PDF document including; a cover letter and CV.

Please ensure your cover letter includes: - your available start date, your preferred days, how many days placement you can commit to and the details of your GDLP provider.

Applications should be emailed to plt.recruitment@justiceconnect.org.au as a single Word or PDF file including "PLT Application – Public Interest Law – Melbourne" in the email subject line.

