



Position vacant

Deputy Director, Litigation & External Intervention

In this newly created position, The Law Society of New South Wales is looking to appoint a Deputy Director, Litigation & External Intervention within its Professional Standards Department (PSD). If any staff member is interested in applying for the position or requires further information, please contact the HR Department no later than 26 April, 2021.

Responsibilities

In this pivotal role, the incumbent will lead the Department's litigation, cost recovery and external intervention functions, ensuring the delivery of high-quality advocacy, litigation, and external intervention services. This will require the strategic management of risks and opportunities in relation to those functions, including the active management of reputational and budgetary pressures.

The Council of the Law Society of NSW may initiate disciplinary proceedings in relation to solicitors before NCAT, and a range of other legal proceedings before courts under the Uniform Law to maintain professional standards and protect the public.

The Council of the Law Society of NSW may, where the circumstances warrant, resolve to appoint (or seek to appoint) an External Intervener to a law practice, being a Supervisor of trust money, Manager or Receiver. These circumstances can arise through a number of events including the death or incapacity and the suspension or cancellation of the practising certificate of practice a solicitor.

The Deputy Director will oversee both these critical functions.

Responsibilities and duties

- Provide authoritative and sound, strategic advice to Council, its Committees (including the Chairs), the Chief Executive and the Director on the initiation and conduct of litigated matters, including sound advice on prospects of success and the strategic management of risks.
- Act as the Solicitor on the Record on behalf of Council in matters commenced before NCAT and the Courts.
- Ensure the effective preparation and conduct of proceedings by the Team (with and without Counsel) before NCAT and Courts, including drafting/settling and filing applications, initiating processes and other attendances necessary to proceedings.
- Develop and oversee the Department's external intervention program, including the delivery of compliance audits and management system directions, to improve regulatory outcomes by identifying and responding to issues with law practices
- Effectively manage and balance internal and external resources to ensure the Department has access to resources and capabilities to conduct litigation and external intervention, while managing financial and reputational risks.



- Proactively monitor and report on changes in trends in conduct issues, including judicial responses, and develop strategies to respond to risks, trends and opportunities.
- Advise Director Legal Regulation with relevant recommendations for the amendment of the Uniform Law, as required.
- As a member of the Department's leadership team, collaborate and contribute to the overall effective management and performance of PSD through the PSD Management Team and otherwise, including in respect of human resources, finances and process improvement issues.
- Manage litigation and external intervention staff, including developing the capabilities and effectiveness of the Team, and contribute to and support the education and development of staff (particularly investigative staff) on evidentiary and litigation issues within the broader Department.
- Oversee the Department's cost recovery program to ensure costs incurred by the Society are recovered to the fullest extent possible, in a timely manner
- Communicate the Department's vision, approach and role through the conduct of education programs for the profession.
- Liaise as required with interstate Law Societies and other regulatory bodies.

Requirements

- Legal Qualifications with admission as a Solicitor/Barrister with general legal experience and litigation expertise.
- Experience in managing complex legal functions, preferably litigation.
- Capacity to develop extensive knowledge of Legal Profession Act and related legislation.
- Proven ability to work in a complex operating environment, and to analyse and prioritise information and issues and convert ideas and objectives into actions.
- Capacity to develop strategy to respond to emerging challenges and opportunities, and to implement plans to deliver on that strategy
- Ability to plan and organise self and others to ensure the delivery of outcomes within agreed timeframes by the team.
- Manage and support others to succeed in their roles including managing for performance, and to grow and develop the capabilities of the team.
- Demonstrated people, project, and business management skills.
- Ability to work in a team environment.
- Highly developed interpersonal skills and the ability to resolve conflicts.

Applications

Written applications for non-staff members should be forwarded to recruitment@lawsociety.com.au no later than 5.00pm on Monday, 3 May 2021 with an accompanying CV and cover letter outlining key experiences and motivation for the position.

The Law Society of New South Wales is committed to building and maintaining a respectful and inclusive workplace, appointing the best person for the role and supporting diversity.