

Position Description: Practical Legal Trainee

The Refugee Advice and Casework Service (RACS) seeks a dedicated person to join its team of committed human rights lawyers as a Practical Legal Trainee (law students undertaking the practical component of the PLT course for admission as a lawyer). There are multiple positions available at our Randwick office.

Your responsibilities will include legal and country information research, drafting statements, observing and assisting with client appointments, accompanying lawyers to client meetings and DoHA interviews and various other legal and administrative tasks. You will also have the opportunity to attend our Auburn Outreach clinic.

The ideal candidate will have previous volunteer/work experience and be able to demonstrate a commitment to human rights and social justice, an understanding of the issues that affect people seeking asylum, and a capacity to problem-solve. You will have administrative and organisational experience and have the ability to communicate with a wide range of stakeholders in a confident and respectful manner. You will also need initiative and a sense of humour.

In return, we offer you a vibrant and supportive working environment, and a range of experiences in a community legal centre. You will also receive on-the-job training and supervision.

Please note, this is an unpaid position.

About RACS:

RACS is an independent community legal centre with a vision of a world where people seeking asylum and refugees who seek Australia's protection are able to live their lives with dignity, security, family unity and freedom.

RACS provides free, specialist legal services for people seeking asylum and refugees. Through individual advice sessions, community education and public advocacy, RACS strives to ensure that individuals and families at risk of persecution gain access to equal and fair representation before the law.

Requirements:

You must be enrolled in, or about to enrol in, the Graduate Diploma in Legal Practice (the PLT course). You must be available for a minimum of 3 days a week for a minimum of 45 days.

RACS is committed to providing a safe, inclusive and welcoming space where people of all cultures, identities, genders, backgrounds, ages and abilities feel respected and comfortable. The more diverse RACS is, the better able we are to understand and work with our diverse clients. Everyone working for RACS, (whether in a paid, voluntary or student capacity), is expected to be inclusive of and sensitive to people from different cultures, lifestyles and experiences. Any instances of discriminatory language or behaviour from anyone at RACS will not be tolerated.

How to apply:

Please [submit your application online](#). Once you have submitted the online form, please send an up to date resume and cover letter to racsvolunteer@racs.org.au

Applicants are encouraged to submit applications as soon as possible, as applications will be evaluated upon receipt. For more information please telephone (02) 8355 7227 or email racsvolunteer@racs.org.au