



Western Sydney
COMMUNITY LEGAL CENTRE LIMITED
ABN 81 963 193 626 | ACN 629 118 903

Volunteer role

Western Sydney Community Legal Centre Limited (WSCLC) is looking for law students interested in volunteering in a busy legal practice providing free legal advice and support to people in the Western Sydney area. We have offices in Parramatta and Rooty Hill.

We operate a variety of legal services including:

- a generalist legal practice (assisting on a range of civil, criminal, family, and care and protection matters),
- a Traffic Court duty scheme,
- the Multicultural Legal Service,
- the Aboriginal Legal Access Program,
- the Domestic Violence Response Pilot Program,
- the Home Building Advocacy Service, and
- an Outreach service (advising clients from various community locations).

The successful applicants would be exposed to a diverse range of legal matters and gain skills in:

- client interviewing;
- legal database management;
- drafting client communications; and
- other tasks as they arise (e.g. legal research or developing community legal education resources).

Your work will help clients from a range of backgrounds including Aboriginal and Torres Strait Islanders, persons with a disability, victims of domestic violence, those facing financial hardship, and individuals who are culturally and linguistically diverse.

The successful applicants will be hard working, strong communicators with a passion for social justice. Volunteering with WSCLC is a great opportunity to gain essential skills and build a career in the community legal sector.

We strongly encourage applications from Aboriginal and Torres Strait Islander peoples.

Parramatta Office

Monday to Friday: 9.30am – 1.00pm and 2.00pm – 4.30pm

Phone: (02) 8833 0911

Suite 302, Level 3, 107 Phillip St, Parramatta NSW 2150

PO Box 23, Parramatta NSW 2124

WSCLC Ltd provides many ways for the community of Western Sydney to access legal advice and services.

Please visit <https://www.wsclc.org.au/how-can-we-help/general-legal-practice/> for further information.



Selection criteria:

- available for 1 day a week for a minimum of 4 months;
- excellent oral and written communication skills;
- excellent attention to detail; and
- ability to manage time and competing deadlines.

To apply, please email a cover letter addressing the selection criteria, your CV, and your academic transcript to volunteers@wsclc.org.au.

For more information, please email volunteers@wsclc.org.au or call Caitlin Comensoli on (02) 8833 0989.

Applications close **5pm Friday 28 January 2022**.

NOTE: This is an unpaid role.

This role would be most suitable for second or third year law students. This is not a Practical Legal training opportunity and will not count towards placement days. To see if we are recruiting for Practical Legal Training students, please see our website:

<https://www.wsclc.org.au/join-us/>