

Volunteer role

Western Sydney Community Legal Centre Limited (WSCLC) is looking for 10 - 12 students interested in volunteering at a busy legal practice providing free legal advice and support to people in the Western Sydney area. We are seeking volunteers for both our Parramatta and Rooty Hill office.

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

- client intake;
- legal database management;
- drafting communications to clients; and
- other tasks as they arise (e.g. legal research or developing 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. Volunteering with WSCLC is a great opportunity to gain an understanding of the community legal sector.

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

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.

The role would be most suitable for third year law students. This is not a Practical Legal Training opportunity and will not count towards your placement days.

For more information, please email volunteers@wsclc.org.au or call Harry Rutner on (02) 8833 0917.

Applications close **9am Monday 25 July 2022.**

NOTE: This is an unpaid role.

Parramatta Office

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Darug Land

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PO Box 23, Parramatta NSW 2124

Rooty Hill Office

Phone: (02) 9675 2009

Fax: (02) 9675 2110

Darug Land

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PO Box 93, Rooty Hill NSW 2766