

Executive Director, Regional Services

Classification:	SES2 High
Duration:	Five year SES contract
Salary:	\$183,847 - \$192,367
Total Fixed Remuneration*:	\$241,582 - \$261,057

*Total fixed remuneration includes employer superannuation contributions, executive vehicle allowance, annual leave loading. Additional benefits include salary packaging arrangements.

JAR:	QLD/576087
Location:	Brisbane

About the role

As Executive Director, Regional Services, you will be recognised and respected for your legal expertise and experience, not only within Legal Aid Queensland, but the broader legal profession in Queensland. You will provide strategic and operational leadership for service delivery across regions to drive whole-of-state accountability for the operational delivery of client and community centred, integrated services, and oversee and coordinate the delivery of regionally-based legal services to ensure consistency and alignment to client needs

In this role you will:

- Lead and manage Regional Services to achieve Legal Aid Queensland's strategic and operational objectives, and particularly to deliver high quality legal assistance to clients regionally.
- Direct, lead and support a team of managers and multiple legal teams to ensure a shared commitment to a culture of client service, accountability and high performance.
- Contribute to Legal Aid Queensland's strategic direction as a Senior Leadership Team member and provide expert advice to the Senior Executive Director, Legal Practice, CEO and LAQ Board and internal managers about regional service delivery matters.
- Oversee the integration of regional partners and service providers, ensuring that services are aligned to client needs at a local level.
- Manage resource allocation against budget to ensure costs are contained within budget parameters.
- Ensure Legal Aid Queensland is at the forefront of legal service delivery in Australia through participation in legal forums and maintaining key stakeholder networks. This also includes developing and piloting initiatives and introducing best practice procedures.
- Establish key performance indicators (KPIs) and regularly evaluate the performance of each regional office.
- Facilitate effective communication and collaboration across the regional offices.
- Build and maintain relationships with clients, partners, and other stakeholders in each region.
- Foster a culture of innovation and continuous improvement across the regional offices.
- Maintain a high standard of practice through governance and risk management.
- Model the values of respect, quality and accountability.

More information about the role

- Applications will remain current for a period of up to 12 months and may be considered for other vacancies (identical or similar) which may include an alternative employment basis (permanent, temporary, full-time or part time).
- Legal Aid Queensland embraces diversity and encourages applications from people with disability. We are committed to making reasonable adjustments to provide a positive, barrier-free recruitment process and supportive workplace. Please contact careers@legalaid.qld.gov.au for support to ensure an equitable, barrier-free application process.
- A criminal history, bankruptcy and due diligence check will be undertaken for this position on the recommended applicant/s due to the nature of the work involved.
- The appointed applicants will be required to disclose relevant conflicts of interest prior to or on commencement and throughout their employment and disclose any employment as a lobbyist in the preceding two years.
- You may be exposed to explicit and/or graphic material during the course of your employment.
- Additional information, including an Applicant Information Kit, is available from www.legalaid.qld.gov.au

About you

Below are the knowledge and skills required for the role. Your application and ongoing performance will be assessed on these core capabilities:

- You have experience operating within a management team as a legal professional and possess a strong understanding of regional dynamics and the ability to navigate and manage operations in diverse geographical areas.
- You possess excellent leadership and management skills to effectively oversee and coordinate regional teams, as well as develop and implement regional strategies that align with the organisation's overall goals and objectives.
- You possess excellent communication and interpersonal skills to effectively engage with regional staff, clients, stakeholders and community organisations, fostering collaboration and alignment.
- You have a strategic mindset and the ability to identify opportunities for regional growth and improvement, driving innovation and enhancing the delivery of legal services in each region.
- You motivate and empower others through delegating work, mentoring, timely praise and recognition, encouraging continuous learning and regular performance reviews. You foster teamwork and resolve conflict using appropriate strategies.

Mandatory requirement or special conditions

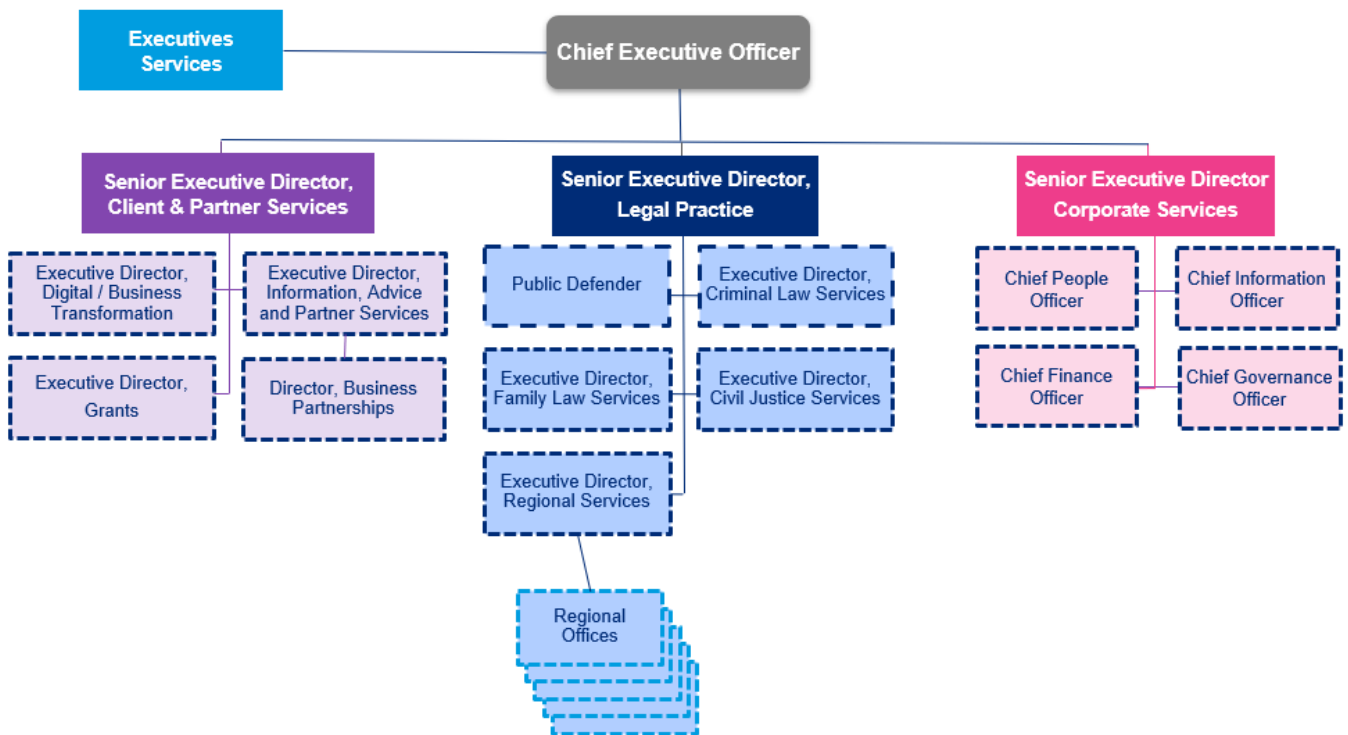
You must be admitted or eligible for immediate admission as a legal practitioner in Queensland, and eligible for a current practicing certificate and entry in the High Court Register of Practitioners.

About us

Our vision and purpose

Legal Aid Queensland's (LAQ) vision is to be a leader in a fair justice system where people are able to understand and protect their legal rights. Our purpose is to provide quality, cost effective legal services to financially disadvantaged people throughout Queensland.

Our structure



Our values



Our services

- Community legal education and information
- Legal advice and task assistance
- Duty lawyer services
- Lawyer assisted dispute resolution
- Representation in courts and tribunals.

Our workforce

LAQ's workforce vision is to be a great place to work where our people are respected, valued, safe and supported. Our highly skilled workforce embraces diversity, flexibility, learning and continuous improvement to

deliver quality legal services. LAQ applies the leadership competencies for Queensland through the delivery of the leadership pathways program and other programs and initiatives.

Conditions and benefits of working for Legal Aid Queensland

Please refer to Senior Executive Service – employment conditions (Directive 09/23) which sets out requirements for the employment and employment conditions for senior executives and public service officers mobilised, seconded, or acting in senior executive roles.

About applying

CONTACT	Peter Delibaltas Senior Executive Director, Legal Practice Peter.delibaltas@legalaid.qld.gov.au (07) 3917 0257
CLOSING DATE	Wednesday, 17 th July 2024

To apply for this role, you will need to provide:

- a cover letter about what you can bring to the role
- a written statement (2 pages) on how you have demonstrated the capabilities outlined in the 'About You' section
- your resume/CV that details your relevant experience, work history and qualifications, and
- two referees.

Submit your application

- Go to www.smartjobs.qld.gov.au
- Login in or create a 'My SmartJob' account.
- Locate the role and click on Apply Online and follow the prompts.

Track your application

By applying online, you can track your application through the process, maintain your personal details through registration and withdraw your application if needed.

Technical difficulties

If you have technical difficulties when accessing www.smartjobs.qld.gov.au please contact 13 QGOV (13 74 68).

Late applications

Late applications cannot be submitted via Smart jobs, so please allow enough time before the closing date to submit your application. If you want to discuss a late submission, the contact on this role description is the best contact. Alternatively, you can contact Legal Aid Queensland's People, Culture and Capability team on 07 3917 0147 or email careers@legalaid.qld.gov.au.

Tips for applying

[How to write a resume](#)

[How to respond to key selection criteria](#)

Preparing for an interview