

Team	YFS Legal
Location	Beenleigh
Classification Level	7
Reports to	Principal Solicitor

Your Story. Our Commitment.

At YFS, our teams show up every day, listening deeply and responding with care. People feel seen, heard, and genuinely supported because our staff bring unwavering commitment, walking alongside them to honour their stories and help shape their futures.

Our Values



Excellence – We don't just deliver services – we create meaningful impact



Integrity – We act with honesty, transparency and respect



Optimism – We see possibility where others see barriers



Steadfastness – We walk alongside our communities with determination, grit, and care



Courage – We challenge systems, policies, and practices that create inequity

YFS has a long history of working with and empowering First Nations peoples.

The YFS Cultural Framework sets out our continuing commitment and the actions we will take as a community member, a service provider and an employer to back First Nations peoples to achieve their aspirations and thrive.

Primary Purpose

The Solicitor – Sexual Violence Advocacy and Legal Service (SVALS) provides specialist, trauma-informed legal assistance, advocacy and justice system navigation support to victim-survivors of sexual violence in accordance with funding agreements, service guidelines and CLC National Standards.

This includes delivery of:

- legal information, advice and minor assistance
- casework and representation where appropriate
- justice system navigation and advocacy
- community legal education
- stakeholder engagement and service coordination
- law reform and systemic advocacy

The role supports victim-survivors to understand their rights, navigate legal and justice systems, access available supports and make informed decisions about their participation in criminal, civil and other justice processes. The position forms part of the existing YFS Legal team and contributes to broader service delivery, community engagement and access to justice outcomes.

Key accountabilities

Service Delivery

Core Responsibilities

- Provide high-quality legal information, advice, minor assistance, casework, representation, advocacy and justice system navigation support to victim-survivors of sexual violence, assisting clients to understand their rights, legal options and available pathways through the justice system.
- Support victim-survivors throughout their justice journey, including engagement with police, prosecution services, courts, victims' rights processes and related legal remedies, promoting informed decision-making, safety, autonomy and access to justice.
- Deliver legal services using trauma-informed, culturally safe, victim-survivor-centred and strengths-based practice approaches, responding appropriately to the impacts of trauma, vulnerability, disadvantage and barriers to participation.
- Undertake legal and non-legal advocacy and build effective referral pathways to improve client outcomes and engagement with justice, government and community support systems.
- Deliver accessible services through office-based, outreach, co-located and community settings, maintaining effective relationships with key stakeholders including police, courts, victim support services, health providers and community organisations.
- Maintain high standards of professional practice, including contemporary legal knowledge, sound professional judgement, ethical decision-making, risk management, confidentiality, record keeping and compliance with legal obligations, funding requirements and organisational policies.

Team & Service Contribution

- Contribute to law reform, policy development, systemic advocacy, community legal education and stakeholder engagement activities that improve responses to sexual violence and strengthen access to justice for victim-survivors.
- Participate in service evaluation, quality assurance, practice development and continuous improvement initiatives that strengthen service quality, accessibility and client outcomes.
- Assist in the supervision and mentoring of students, volunteers and placement participants where required, and contribute positively to the culture, performance and objectives of YFS Legal.

Knowledge and Experience Specific to the Role

- Demonstrated experience providing legal advice, casework, representation and advocacy in relevant areas of law.
- Demonstrated understanding of trauma-informed, victim-survivor-centred and culturally safe legal practice, including experience working with people affected by trauma, violence, abuse or complex vulnerability.
- Demonstrated knowledge of criminal justice processes, victims' rights frameworks and legal issues affecting victim-survivors of sexual violence.

- Strong advocacy, communication, stakeholder engagement and relationship management skills, with the ability to build rapport and engage effectively with vulnerable clients and diverse stakeholders.
- Demonstrated ability to develop and deliver community legal education, training and community engagement activities.
- Strong organisational skills, initiative and the ability to manage competing priorities within a complex service environment.
- Commitment to human rights, social justice, access to justice and improving outcomes for victim-survivors of sexual violence.

Professional Practice and Compliance

- Deliver high-quality, ethical and client-centred legal services in accordance with legal and professional obligations, CLC National Standards, funding agreements, Risk Management Guidelines, and YFS Legal policies and procedures.
- Exercise sound professional judgement in the management of legal matters, client safety concerns, ethical issues and practice risks, escalating complex matters where appropriate.
- Maintain accurate, timely and compliant client records, documentation, data collection and reporting, ensuring confidentiality, privacy and effective information management.
- Maintain contemporary knowledge of legal developments, evidence-informed practice and emerging issues affecting victim-survivors of sexual violence, and contribute to continuous improvement, quality assurance and practice development activities.
- Operate in accordance with the principles of a Child Safe Organisation and contribute to safe, inclusive and culturally responsive service environments that promote the safety, wellbeing and rights of children, young people and vulnerable adults.

Cultural Safety, Inclusion and Diversity

- Deliver culturally safe, trauma-informed and inclusive legal services that recognise the impacts of colonisation, discrimination, trauma and systemic disadvantage, and uphold the rights, dignity and self-determination of all clients.
- Provide accessible, person-centred and responsive services that meet the diverse needs of Aboriginal and Torres Strait Islander peoples, people from culturally and linguistically diverse backgrounds, LGBTQIA+ people, people with disability, and others experiencing vulnerability or disadvantage.
- Build respectful and effective relationships with clients, communities and stakeholders, demonstrating awareness of cultural protocols, intersectionality and barriers to accessing justice.
- Foster safe and welcoming environments that promote equity, inclusion, human rights and participation, ensuring all clients feel respected, heard and supported.
- Deliver services consistent with the YFS First Nations Cultural Framework and contribute to culturally responsive practice that strengthens trust, access to justice and community outcomes.
- Work within the standards and principles of safeguarding children and vulnerable adults. YFS Ltd. has a zero tolerance of physical and sexual abuse, including grooming behaviours, and all allegations and safety concerns will be treated very seriously and consistently as per our Safeguarding Framework, policies, procedures and legal duties.

Relevant skills, knowledge and experience

Experience and qualifications

- Relevant tertiary qualifications in Law and admission as a legal practitioner in Queensland, including eligibility for and holding an unrestricted Queensland Practising Certificate.
- Demonstrated experience and capability consistent with the requirements of the role.

Other role requirements

- Current Queensland C Class driver licence.
- Current First Aid Certificate, or ability to obtain.
- Current Positive Notice Blue Card.
- Current National Police Check.

Additional information

An employee may be directed to carry out such duties as are within the limits of the employee's skill, competence and training. All employees are required to observe YFS' policies and procedures. Employment in the position will be subject to an annual performance plan and review, with initial appointment subject to a probationary period of five month.