

Position Title:	Legal Practice Manager – Regional	Position No:	L02
Group:	Land and Law	Service Area	Legal Services
Classification Level:	Management (Section)		
Reports to:	Principal Legal Officer	Direct Reports:	Regional Development Legal Team
Special Measures:	N/A		
Location:	Darwin	Date Approved:	June 2025

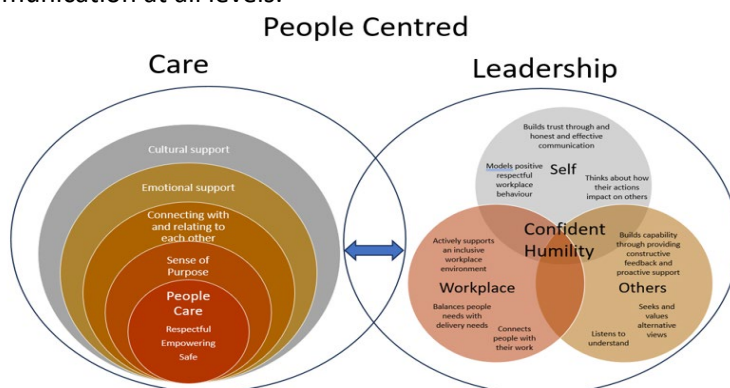
POSITION OVERVIEW

The Legal Practice Manager (Regional) is responsible, in consultation with and under the direction of the Principal Legal Officer, for overseeing and managing a team of Lawyers undertaking the NLC's regional legal practice primarily under the *Aboriginal Land Rights (Northern Territory) Act 1976* (Cth) (**ALRA**), as well as work under the *Native Title Act 1993* (Cth) (**NTA**). The primary focus of the role is to ensure the regional development legal team provides high quality, culturally competent legal services to the NLC and its constituents to secure, protect and advance the rights and interests of Aboriginal people through leases and licences on their land, sea and waters. The role also provides leadership and supervision to other lawyers in the legal team with carriage of future act negotiations under the NTA, such as NTA s 31 agreements, Indigenous Land Use Agreements and the expedited procedure, and related dispute resolution.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

LEADERSHIP

- Lead by example and demonstrate commitment to quality legal services delivery under the remit of regional development projects and in alignment with project requirements, NLC's vision, mission and values.
- Actively contribute to the overall culture of the NLC by adopting the principles of the NLC People Centred Care and Leadership model, enabling positive contributions to enhance employee engagement and job satisfaction with the section.
- Lead, motivate, develop, and empower the team members to deliver legal services in accordance with the regional development priorities and section objectives within a framework that drives accountability and achievement.
- Ensure section team staff have a clear understanding of their responsibilities, and encourage open and honest, two-way communication at all levels.



STRATEGY

- Assist with the review and assessment of the NLC's Regional Development legal practice in order to identify new strategies, initiatives, and innovative courses of action for continuous improvement.
- Manage the NLC's Regional Development legal practice to support the achievement of NLC strategic priorities.

STAKEHOLDER ENGAGEMENT / RELATIONSHIPS

- Cultivate and maintain collaborative relationships with Traditional Owners (TO) to support the NLC TO-centric relationship model and section deliverables.
- Provide timely and culturally competent advice to the NLC's Regional Councils from time to time, including in relation to complex and contentious matters, in accordance with the NLC's statutory functions.
- Provide leadership in the legal team's important professional collaboration with other NLC service areas, including Anthropology, Resources and Energy, Executive, Sea Country, Policy, Community Planning and Development and corporate services, as relevant to the Regional Development legal practice.
- Build and maintain relationships with relevant government agencies and other internal and external stakeholder to ensure compliant and effective delivery of legal services.

SECTION OPERATIONS

- Lead, coordinate and monitor the NLC's Regional Development legal practice in accordance with operational plans and NLC policies ensuring workloads are managed.
- Act as the legal adviser to and/or representative of:
 - The NLC in relation to its statutory functions in entering land use agreements, administering Aboriginal Land Trusts and acting in the interests of Traditional Owners and other constituent groups;
 - Aboriginal people and groups and, where relevant, Aboriginal Land Trusts, Prescribed Bodies Corporate and other Aboriginal associations in relation to the use, management, occupation or development of their lands and seas;
 - Aboriginal people and groups in relation to the protection of sacred sites;
 - Aboriginal people and groups in relation to fulfilling their aspirations for self-determination and social, cultural, economic and environmental development under the NLC's functions under the ALRA; and
 - From time to time, native title holders or claim groups under the NTA.
- Supervise NLC's Regional Development legal practice's complex agreement making practice under the ALRA with the assistance of external legal counsel and expert advisors as required. Develop and implement appropriate systems for managing and monitoring the NLC's Regional Development legal practice.
- Collaborate with other legal practice managers to coordinate and improve the operations of the NLC's legal service area.
- Oversee the regular preparation and presentation of agenda papers for the NLC's Executive Council and Full Council, Regional Council or native title prescribed bodies corporate.
- Contribute to and manage budgets and funding applications, report on service delivery and coordinate and submit other reports as required, including council and annual reports.
- Review and maintain all operational policies, procedures and record management practices to ensure informed and effective team practice.
- Ensure that risks are identified and managed according to legal professional obligations and NLC policies and procedures.
- Assist with the completion of reporting requirements in relation to the NLC's statutory obligations and other external / internal reporting requirements and timeframes.
- Develop the NLC's precedents for Regional Development matters, including agreement templates and continuing improvement of processes for cost recovery, project management, stakeholder management and negotiation tools.

PEOPLE MANAGEMENT

- Foster and maintain a People Centred Care management culture ensuring all people management practices are adhered to in accordance with our leadership model, policy, process under the guidance of senior leadership and P&C Advisory services.
- Maintain accountability and responsibility for:
 - recruitment of vacant positions in the section

- the performance management of direct reports in accordance with the position requirements and NLC's organisational objectives
- the rostering of resources, timesheets and leave approval
- actively supporting relevant Learning and development activities to enhance the service delivery of your team

WORK HEALTH AND SAFETY

- Lead by example and cultivate a work culture and environment that prioritises the wellbeing, health and safety of our staff people centred care and leadership framework.
- Maintain Section team compliance and provide a safe working environment in accordance with the NLC WH&S Management System and associated policies, procedures and plans ensuring you are fulfilling your duty of care in accordance with the legislative requirements.
- Actively support the review and investigation of critical as well as non-critical incidents and other hazards or risks identified in a timely manner.
- Promote and support organisational work health and safety initiatives.

Our Land, Our Sea, Our Life

POSITION REQUIREMENTS

ESSENTIAL REQUIREMENTS

- Bachelor of Law or equivalent and admission to legal practice in a Supreme Court of a State or Territory of Australia.
- At least five (5) years post-admission experience,
- At least (3) years post-admission experience in contract, land tenure, construction or major projects, corporate and commercial or environment and planning law.
- Minimum of two (2 years) experience in the management and development of a team
- Comprehensive understanding of Northern Territory land rights, native title and other laws affecting the NLC and its constituents.
- Demonstrated ability to mitigate, identify, manage, conciliate and resolve complex disputes.
- High level cross-cultural, interpersonal and verbal communication skills with an ability to effectively liaise, engage and coordinate with a variety of stakeholders (internal, traditional owners and external organisation) to build productive working relationships
- Sound time management and organisational skills, including a demonstrated capacity to perform under pressure, effectively manage a busy workload, and consistently meet deadlines.
- Ability to progress complex matters and operate under broad direction with a high level of day-to-day autonomy.
- Current C Class Drivers Licence and the ability and willingness to undertake remote travel in a manual 4WD vehicle or light aircraft.

DESIRABLE REQUIREMENTS

- Professional experience with and/or tertiary studies related to Aboriginal law and custom, societies, histories or languages.
- Demonstrated understanding of, and interest in, the lived experiences of Aboriginal people in the NLC region.
- Administrative legal practice and public governance experience and/or qualifications.
- An appreciation of the challenges and strengths of representative Aboriginal organisational governance.