

First Nations Cadetship Program

Student Information Pack

About the Program

The Community Legal Centres NSW First Nations Cadetship Program is for students of Law, Social Work, or Communications in the final two years of their degree. Four cadets will be placed at a community legal centre of their choosing from our list of participating centres. Cadets will have the option to complete placements at two different centres for a six-month period, or to continue at one centre for the full 12-months. During the student's cadetship, the Coordinator or Director of the relevant community legal centre will assign a direct supervisor. Cadets will also receive support, training and mentorship from the Community Legal Centres NSW Aboriginal Advisory Group. The Aboriginal Advisory Group mentor will work to ensure students enjoy a culturally safe work experience and that they are supported to deliver culturally safe services to clients.

Working two-days per week for 48 weeks in a community legal centre in NSW, you'll participate in a range of professionally and socially meaningful work activities relevant to your studies. Through on-the-job-learning and mentoring, cadets will be afforded opportunities to develop both personally and professionally.

Who should apply?

The Community Legal Centres NSW First Nations Cadetship Program is open to Aboriginal and Torres Strait Islander students in their final two years of a degree in Law, Social Work, or Communications, or equivalent study (such as the Legal Profession Admission Board Diploma in Law course).

There are 41 community legal centres across NSW. More than a dozen community legal centres are participating in this program, including specialist centres in Sydney that cover the state, and some generalist centres in rural and remote locations. If you are chosen for an interview, you will be given a list of centres to identify your preferences.

When does the cadetship start?

The Community Legal Centres NSW First Nations Cadetship Program is a 12-month program. Cadets can start anytime up until June 2022 but must complete the cadetship within 12 months of the date of commencement. Cadets will be asked to complete a learning contract which will be developed with their host community legal centre and Community Legal Centres NSW.

Cadets in the program will:

- Undertake study toward an undergraduate degree in Law, Social Work, or Communications;
- Be employed as a temporary employee for the duration of the cadetship;
- Undertake part- or full-time paid work placement in the community legal centre for **96 days** over the calendar year during times that participating organisations are open;

- Undertake work placements in either one or two community legal centres, which will provide on-the-job development opportunities and meaningful work experiences relevant to the study being undertaken by the cadet.

Eligibility

The Cadetship Program is open to **Aboriginal and Torres Strait Islander people** who are currently in the final two years of a degree in Law, Social Work or Communications.

The [advertisement for the role](#) sets out the criteria that applicants must address to be considered for the program.

An applicant for the cadetship must:

- Be of Aboriginal and/or Torres Strait Islander descent and identify and be accepted as such in the community;
- Provide evidence of enrolment in either Law, Social Work, or Communications at an approved Australian tertiary institution for:
 - an undergraduate degree
 - a combined undergraduate degree
 - a post graduate degree or
 - an Honours/Masters
- Continue to be enrolled in the degree throughout the cadetship.

Salary and allowances

Successful applicants will receive the following payments during their cadetship:

- Cadets will be paid under the Community Legal Centres NSW Enterprise Agreement (Grade 3, level 4) for 14 hours per week. The total salary paid for the 52-week period is \$31,063.76. This equates to \$42.67 per hour before tax.
- Cadet contracts will run for 52 weeks. Cadets will accumulate annual leave on a pro-rata basis. Please note: there is some flexibility to vary the standard 14-hours per week arrangement.
- Each cadet will be given a laptop for the term of employment, which is to be returned to Community Legal Centres NSW at the end of the cadetship.
- There is a limited travel budget for the cadetship program in case cadets need to travel to other community legal centres, or if mentors need to be funded to visit cadets. Students will need to contact Community Legal Centres NSW for more information regarding travel.
- There will be a \$1,000 per cadet book allowance.
- Students are eligible to accrue Study Leave which will start on your first day of employment at Community Legal Centres NSW.

COVID Safe Workplaces and Vaccinations

All participating centres in the First Nations Cadetship Program have COVID-19 Safe Work Plans for Students and Volunteers. Students who are fully vaccinated will have more opportunities for work experience in the field than others, as some community legal centres require all staff and volunteers to be fully vaccinated to participate in community outreach clinics and face-to-face client meetings.

How to apply

To apply, please email a resume, evidence documents, and a cover letter addressing the selection criteria to: officemanager@clcnsw.org.au by 9am on Monday 22nd November 2021.

Further information

Please contact:

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