

Member pack – Part-time Senior Members, Consumer and Commercial Division, NCAT

The Attorney General is seeking applications from legal practitioners of at least 7 years' standing with experience or interest in the types of matters dealt with in the Consumer and Commercial Division.

Remuneration

The remuneration is \$955 per day.

Selection Criteria

- Must be an Australian Lawyer of at least seven (7) years' standing.
- Ability to hear and determine complex matters in a fair, impartial, informal, expeditious and cost effective manner.
- Demonstrated knowledge of the law in relation to the Division, in particular in tenancy, strata, home building and consumer law or the capacity to acquire that knowledge quickly.
- Ability to utilise modern case management practices and a range of dispute resolution techniques where possible, while exercising appropriate judgement.
- Ability to make reasoned, timely and defensible decisions according to law.
- Ability to produce written statements of reasons for decision which set out the matters referred to in section 62(3) of the *Civil and Administrative Tribunal Act 2013* within the time limits prescribed.
- Ability to conduct proceedings in a fair, impartial and harmonious manner, as informally as practicable, whilst maintaining control of the proceedings and adhering to relevant legal requirements.
- Ability to perform duties, particularly conduct hearings, without support staff.
- Excellent oral and written communication skills.
- Possess the ability to communicate effectively in plain English, with parties, other Members and Registry staff.
- Ability to work with a diverse range of people, including Aboriginal or Torres Strait Islander people and/or those from culturally and linguistically diverse backgrounds.
- Capacity to work within the Tribunal's electronic environment, including familiarity with computing facilities, ability to manage own typing and operate automated sound recording equipment.
- Willingness to travel throughout New South Wales to conduct proceedings.
- Preparedness to accept the member Code of Conduct and to maintain the Tribunal's independence and reputation. Maintain personal independence and integrity and promote the highest standard of behaviour.

NCAT's Consumer and Commercial Division resolves a wide range of everyday disputes such as tenancy and other issues relating to residential property, and disputes about the supply of goods and services.

More information about the Division is available at

https://www.ncat.nsw.gov.au/Pages/cc/consumer_commercial.aspx

More information about the Tribunal generally can be obtained at

<http://www.ncat.nsw.gov.au/>

The NCAT member code of conduct can be found at

http://www.ncat.nsw.gov.au/Documents/member_code_of_conduct.pdf