


Aboriginal and Torres Strait Islander Legal Internship Program



13 May 2021

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The ODPP Aboriginal and Torres Strait Islander Legal Internship Program (the Program) provides opportunities and employment pathways for Aboriginal and Torres Strait Islander Law students to enable them to undertake paid employment whilst undertaking their Law degree.

Working at the ODPP will provide students with unique and invaluable first-hand experience in a prosecutorial environment. Throughout the Program, students will work alongside Crown Prosecutors, Solicitors and Legal Support staff and gain insight into the operation of the legal and criminal justice systems in NSW.

1. The Internship

Interns in the program will:

- Undertake full time or part time study toward an undergraduate law degree;
- Undertake paid work at the ODPP as a temporary employee for a minimum period of 6 months or for the duration of their law degree and completion of the College of Law, subject to satisfactory performance;
- Negotiate working hours which may include working part time during semester and/or full time during the semester breaks. It will be expected that the intern will work a minimum of 7 hours per week, except in exam periods.
- Be eligible for flexible working arrangements and leave entitlements.
- Be assigned a mentor for the duration of the Internship.
- Undertake role specific training and on-the-job development.

A Role Description is attached which sets out the key accountabilities and challenges of the role.

2. Eligibility

The Program is open to Aboriginal and Torres Strait Islander people who are currently undertaking or near the completion of a law degree. Candidates should have at least 6 months left in their degree.

Recruitment Process

The program will be advertised through a number of channels including [I work for NSW](#), [Koori mail](#), [Our Mob](#), University Indigenous Law Centre's and/or Law faculties. The Program will also be promoted at University Career fairs and through the Law Society.

All applications must be submitted online at: [I work for NSW](#).

Applicants will be assessed against the eligibility criteria and against the focus capabilities set out in the Role Description. Two targeted questions will be included in the advertisement which the applicants will need to answer to demonstrate their ability to meet the focus capabilities. A Comparative Assessment will be conducted in accordance with the [Government Sector Employment Act 2013](#) and will comprise of a behavioural style interview and two assessment tasks. The names of two referees should be provided.

3. Salary and allowances

Interns will be paid a salary at the Prosecution Officer (Administrative) Level 3 rate which is the equivalent of a Clerk Grade 3/4 in the Public Sector Salaries Award. Currently, the full-time commencement salary is \$72,635 per annum which will be paid on a pro-rata basis for those that will be employed part-time.

Interns will also be eligible to claim reimbursement for books, fees, and equipment capped at \$500 per semester during their Internship.

4. Locations

The ODPP has ten offices, including regional offices, that are able to accommodate Interns. Preferred locations will be taken into consideration however operational requirements will be a main factor in Intern placement.

5. Further Opportunities

The internship will provide participants with the skills and experience to be competitive for future recruitment for ongoing roles with the ODPP.

Interns will be eligible for placement in the ODPP Legal Development Program, subject to satisfactory performance and meeting the eligibility requirements of that program.

6. Further information

For more information please visit our [website](#) and/or contact [Human Resources](#).

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