

18 November 2022

### **2023 Associate Position to The Honourable Justice D Yehia**

The Honourable Justice D Yehia is seeking expressions of interest to fill the role of her Honour's Associate in 2023. The role will commence in April 2023, for a minimum term of two years.

#### **Description of Role**

The Associate position provides broad and high-level executive support to enable her Honour to meet obligations both within the court and to external stakeholders, including legal practitioners and litigants. The Associate is responsible for managing her Honour's Chambers and is the first point of contact for all members of the public and profession. The role also encompasses assisting her Honour with complex legal research, drafting, and in-court duties.

#### **Essential Skills**

Candidates interested in applying for this position must display the following essential skills and abilities:

- Completion of a law degree;
- Completion of Practical Legal Training;
- Experience in an administrative and/or managerial role;
- Highly developed legal research, conceptual and analytical skills;
- Excellent organisational and multi-tasking skills;
- Strong interpersonal skills;
- Attention to detail.

#### **Desired Skills**

Although not essential, the following skills and abilities are highly desirable:

- Understanding of and/or experience with court practices and procedures;
- Understanding of and/or experience with JusticeLink;
- Interest in criminal law and advocacy;
- Involvement in extracurricular activities and voluntary work in legal areas.

#### **Submitting Applications**

The deadline for all applications is **4:00pm on 16 December 2022**. Interviews for short-listed candidates will take place in the second half of January 2023. All applications should be forwarded to her Honour's current Associate, Ms Shahad Al Majed, at [Shahad.AIMajed@courts.nsw.gov.au](mailto:Shahad.AIMajed@courts.nsw.gov.au), enclosing a cover letter specifically addressing the selection criteria, a curriculum vitae, and academic transcript.