

Assistant Crown Solicitor

Personal Injuries Law Team; Claims, Litigation and Dispute Resolution Branch

Your role

The Assistant Crown Solicitor is the principal legal specialist responsible for leading the Personal Injuries Law Team in delivering complex, high-value legal services, shaping practice standards and client relationships, and ensuring governance, risk, and ethical obligations are upheld.

About the team

The Personal Injuries Law Team specialises in the defence of complex personal injury, public liability and medical negligence claims and provides related advice to the Queensland Government and other agencies.

Key responsibilities:

- Responding to pre-proceeding claims and litigation in personal injury, public liability, and medical negligence matters.
- Providing high-quality advice on liability, quantum, and resolution strategies.
- Conducting advocacy or instructing counsel to conduct advocacy in conferences and mediation and in courts and tribunals, including originating and interlocutory applications, trials and appeals.
- Representing the State before the State and Appellate courts.
- Managing sensitive claims including historical child abuse and catastrophic injury cases.
- Providing strategic risk management and dispute resolution advice.

Key legislation:

- *Uniform Civil Procedure Rules 1999 (Qld)*
- *Personal Injuries Proceedings Act 2002 (Qld)*
- *Civil Liability Act 2003 (Qld)*
- *Limitation of Actions Act 1974 (Qld)*
- *Evidence Act 1977 (Qld)*

Job advertisement reference

QLD/699722/26

Role type

Permanent (Flexible full-time)

Classification SO

Salary

\$171,622 to \$179,569 per annum

This position may obtain a 15% attraction and retention incentive where requirements are met plus leave loading and 12.75% employer superannuation contribution.

Location

Brisbane CBD

Contact

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Director/Lead Consultant
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Closing date

Tuesday, 22nd September 2026

Our workplace

Crown Law is the in-house law firm for the Queensland Government. Our people work together to deliver high quality legal services that support the Queensland Government and help shape the future of Queensland. Employees have opportunities to contribute to meaningful and complex work, collaborate with respected professionals and build their expertise in a supportive workplace.

Crown Law offers rewarding careers, ongoing professional development and diverse opportunities across legal, legal support and corporate roles. Combined with a strong commitment to wellbeing and work-life balance, Crown Law provides an environment where people can grow their careers while making a genuine difference to the Queensland community.

Your key responsibilities

These are the key competencies from the Legal Professional Competency Framework for this level at Crown Law.

Legal advice

- Deliver authoritative advice in precedent-setting or politically sensitive contexts.
- Shape organisational legal policy and service delivery approaches.
- Influence external stakeholders and decision-makers through advice.
- Provide professional supervision to team members in preparing legal advice, assist in their professional development and assure the quality of advice provided.

Litigation

- Set organisational litigation and advocacy standards.
- Lead precedent-setting or politically sensitive litigation.
- Use advanced and sophisticated litigation and influencing skills to prepare and present submissions in highly complex or significant matters.
- Settle the litigation or dispute resolution strategy for complex matters of junior practitioners.

Legal drafting

- Set standards for legal drafting across the organisation.
- Use expert legal knowledge to lead resolution of the most complex drafting issues.
- Influence external drafting practices and negotiations.
- Provide professional supervision to team members preparing legal documents.

Statutory interpretation

- Provide strategic leadership on statutory interpretation in high-stakes or precedent-setting contexts.
- Resolve the most complex interpretation issues, influencing policy and practice.
- Shape organisational and sector-wide approaches to statutory interpretation.

Legal research

- Set standards for legal research quality across Crown Law.
- Lead highly sensitive or strategic research projects.
- Influence broader legal research practices in Crown Law, including the adoption of emerging technologies.

Client relationships

- Act as a trusted advisor to major and high-profile clients, providing expert legal solutions and guidance.
- Build the capability of the organisation to deliver client centricity, addressing barriers to excellent client service.
- Identify and anticipate the position, needs, and expectations of a wide range of clients and adapt service delivery accordingly.
- Engage key clients and coordinate internal and external expertise to deliver integrated, tailored legal solutions.

Practice management

- Champion governance and practice management strategy for the Crown Law, ensuring ethical, compliant, and client-focused delivery of legal services.
- Embed and uphold assurance programs, delegations, and risk management practices across teams to maintain quality and consistency.

- Provide oversight of the effective use of precedents, billing, and document management systems to improve efficiency and client service.
- Build the capability of others in governance and risk awareness, addressing organisational obstacles that hinder high-quality service delivery.

Technical skills, abilities and cultural capability

- Extensive knowledge of personal injury, public liability, and medical negligence law, or related area that is easily transferable.
- 10+ years' post admission experience primarily gained in personal injury, public liability, and medical negligence law, or in a related area that is easily transferable.
- Extensive knowledge of the relevant legislation outlined for this team, or similar legislation that is easily transferrable.
- Extensive knowledge of Uniform Civil Procedure Rules (or similar knowledge that is easily transferable) and be familiar with the rules of the Federal and High Court.

Leadership stream — we lead ourselves or we lead others

We are all leaders in the Queensland public sector, across all roles and classification levels. We apply the Leadership Competencies for Queensland (LCQ) framework to outline the expected behaviours and competencies in the workplace for all roles. This role has been identified as a **Program Leader**.

Working relationships

This role interacts with internal stakeholders across the entire department and external government entities.

Reports to: Deputy Crown Solicitor, Claims Litigation and Dispute Resolution Branch

Direct reports: Personal Injuries Law Team

Collaborates with: Personal Injuries Law Team and external government entities.

Crown Law's vision, purpose and values

Challenging and engaging work

The variety and calibre of matters received by Crown Law means that working here is stimulating and personally rewarding. Crown Law is involved in many significant high-profile projects and initiatives across Queensland. Our clients include:

- all Queensland Government departments and agencies
- statutory bodies and Government Owned Corporations (GOCs)
- commercialised business units
- disciplinary boards and tribunals
- local government authorities.

Our vision

To be the most trusted source of legal advice and representation to the Queensland Government.

Our purpose

To support the Queensland Government as a trusted, modern and centralised legal advisor.

Qualifications

Admission as a Legal Practitioner of the Supreme Court of Queensland, and enrolment or eligibility for enrolment, to practice in the Federal and High Courts of Australia. It will be a condition of appointment that the successful appointee be admitted as a Legal Practitioner of the Supreme Court of Queensland.

Identified role

This position is not designated as an identified role.

Suitability for employment

The following suitability for employment checks are required for this role:

- criminal history check
- Legal Services Commission Queensland Discipline Register check
- serious disciplinary history check.

Additional information

Are you eligible to apply?

To be employed in the Queensland Public Sector you will need to demonstrate that you are either:

- an Australian citizen, or
- a person who resides in Australia and has the legal right to work in Australia.

If you are not an Australian citizen, you will need to provide proof you can legally work in Australia.

Physical demands and nature of work

This role is administration-based and requires:

- prolonged sitting and high computer usage
- carrying of laptop and paperwork when alternating between home and office
- limited lifting of up to 7kg archive boxes
- travelling remotely for meetings and hearings to all locations within Queensland
- walking, standing, twisting, bending (at the waist), crouching (bend knee) in various types of terrain and weather conditions.

Exposure to trauma and/or vicarious trauma

Applicants are advised that the work of this team may expose employees to disturbing material including offending behaviours, criminal activity and other explicit, distressing, or offensive content.

Crown Law seeks to manage the risk of vicarious trauma through an established vicarious trauma framework, focusing on five specific areas across the employment life cycle: recruitment and selection; induction; maintaining wellbeing; Intervention; and exit procedures.

With strong support mechanisms in place, Crown Law is focused on reducing the impact of vicarious trauma to ensure the wellbeing of staff, organisational effectiveness, and quality service delivery.

Please consider this carefully before applying for this role.

How to apply

Apply via [Smart Jobs](#) and submit:

- Your current resume (3 – 4 pages recommended).
- A one-page covering letter telling us why you are interested in this role and how your skills and experience complements this role. This should not be a restatement of your resume. It is your opportunity to tell us about yourself, how you meet the required competencies, key duties and responsibilities, and any specific role requirements including what skills you'll bring to the role.

Additional information

More information about working at Crown Law is available in the **Candidate Information Pack**.

Valuing equity and diversity

Crown Law values equity and diversity. We encourage you to share how your unique experiences, perspectives and contributions would support our inclusive and respectful workplace.

We encourage applications from people of all backgrounds, including Aboriginal and Torres Strait Islander peoples, individuals with disability, culturally and linguistically diverse communities, LGBTQIA+ individuals, veterans and people of all ages.

Let us know if we can help you participate in the recruitment process. Our commitment to cultural safety, equity and diversity means that our selection decisions are not influenced by whether an applicant needs assistance or a subsequent workplace adjustment.