



Australian Government
Sport Integrity Australia



SPORT INTEGRITY
AUSTRALIA

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Role Description

Role title: Lawyer

Branch: Sports Engagement

Section: Legal

Job type | Role status: Full-time, Ongoing

Classification | Salary: APS6 \$95,249 - \$103,950

Reports to: Senior Lawyer

Direct reports: N/A

Qualifications/essential requirements: A law degree from an Australian tertiary institution (or equivalent), and admission as a legal practitioner to a Supreme Court of a State or Territory

About Sport Integrity Australia

Sport Integrity Australia leads the Australian government's efforts to protect sport against threats to its integrity – doping, competition manipulation and the mistreatment and abuse of sports participants.

Led by David Sharpe APM OAM, Sport Integrity Australia is the cornerstone of the government's comprehensive sport integrity strategy: Safeguarding the Integrity of Sport.

Our role is to provide advice and assistance to counter the:

- use of prohibited substances and methods in sport
- abuse of children and other persons in a sporting environment
- manipulation of sporting competitions
- failure to protect members of sporting organisations and other persons in a sporting environment from bullying, intimidation, discrimination or harassment.

Sporting organisations, and other stakeholders, benefit from the ability to deal with a single nationally coordinated organisation to address all sport integrity issues.

Sport Integrity Australia offers guidance on integrity matters to sports that don't have developed integrity capabilities.

Our focus is policy development, intelligence, investigations (primarily of doping cases), education, outreach and capability building. We are Australia's National Anti-Doping Organisation.

The role

Legal are responsible for the management of cases of potential Anti-Doping Rule Violations (ADRVs), and the provision of legal services to internal clients and external stakeholders across a range of areas of law. The position reports to the Senior Lawyer, EL1, but will be expected to work collaboratively with all the members of the team (including the Director Legal).

The APS 6 Lawyer will be responsible for provide high quality and timely legal advice to Sport Integrity Australia's operational and support teams.

The successful applicant will have experience in at least one (1) the following areas of law:

- Litigation (litigation in a Government regulatory environment is desirable, but not required);
- Employment law;
- Freedom of Information and Privacy Law.

In addition, the successful applicant will have experience other areas of law relevant to Sport Integrity Australia's work, for example, Commonwealth procurement and contracting, administrative law and statutory interpretation. The APS 6 Lawyer may also be required to assist with matters involving corporate and commercial law and intellectual property law. Experience in these areas is not required, but would be considered an asset.

Key duties

Key duties include, but are not limited to:

- Providing high quality legal advice on a range of matters affecting the agency's operations, including anti-doping rule violation matters, integrity issues, contractual and procurement matters, legal policy, administrative law, statutory interpretation, freedom of information and privacy matters;
- Providing advice about the *Sport Integrity Australia Act 2020* (Cth) and its associated regulations, the National Integrity Framework, relevant Commonwealth and State legislation relating to privacy, Freedom of Information, child protection, anti-doping and integrity policies, and the World Anti-Doping Code and supporting guidelines and documents, and anti-doping case law;
- Assisting with the progression of anti-doping rule violations, including preparation of documents, the analysis of briefs and recommendations, and preparation for hearings (anti-doping and integrity) before the National Sports Tribunal, the Court of Arbitration for Sport and other sports tribunals;
- Reviewing and drafting documents in integrity matters, contracts and memorandums of understanding, internal agency policies and procurement documentation;
- Conducting legal research where required and assisting in training agency staff on legal issues relevant to the work of Sport Integrity Australia; and
- Working collaboratively with the other operational and support areas of Sport Integrity Australia, with external stakeholders including athletes and sporting organisations, and with other national anti-doping organisations globally including the World Anti-Doping Agency.

Key accountabilities

The key accountabilities include, but are not limited to:

- Providing high quality advice on a range of complex matters within tight timeframes;
- Balancing unpredictable workloads and work timetables;
- Ensuring all potential anti-doping rule violation matters and business support matters (such as procurement and Freedom of Information requests) are managed in compliance with relevant legislation and Government policies;
- Maintaining confidentiality at all times;
- Assisting in the development and maintenance of relevant policies, procedures, guidelines, high-level documents, briefs, papers and correspondence;
- Ensuring that APS Values and Code of Conduct are adhered to at all times;
- Endorsing and encouraging 'best practice' recordkeeping in accordance with SIA's Record Keeping Policy and the Information Governance Framework; and
- Cooperating with the employer and comply with all relevant legislation and Sport Integrity Australia's health and safety policies and Sport Integrity Australia's ICT and Information Governance Framework.

APS capabilities

The following Australian Public Service (APS) capabilities provide the framework for every APS role:

- Supports strategic direction
- Achieves results
- Supports productive working relationships
- Displays personal drive and integrity
- Communicates with influence.

The APS work level standards apply to all APS employees. These behavioural indicators are structured to differentiate the work expected at that level and should be reviewed in conjunction with the roles key accountabilities. The work level standards are available at <https://legacy.apsc.gov.au/classification-and-work-level-standards-0>

Conflict of interest

Employees of Sport Integrity Australia must remain independent from Government and sport in its operational decisions and activities to comply with Article 20.5.1 of the [World Anti-Doping Code \(WADC\) 2021](#). If you are currently involved in the management or operations of any sporting organisation (such as an International Federation, National Federation, Major Event Organisation, National Olympic Committee or National Paralympic Committee), or government department with responsibility for sport or anti-doping, you should seek advice from Sport Integrity Australia Recruitment before applying for Sport Integrity Australia roles.

Selection criteria

Core

- Demonstrated ability to provide high quality legal advice on matters relevant to the work of Sport Integrity Australia;
- Strong time and case management skills, as well as the ability to be flexible and prioritise changing workloads in a busy and demanding environment;
- Demonstrated ability to work effectively both independently and as part of a team;
- Demonstrated ability to build productive working relationships with internal and external stakeholders;
- Demonstrated integrity, initiative and drive; and
- A law degree from an Australian tertiary institution (or equivalent), and admission as a legal practitioner in a Supreme Court of a State or Territory.

Desirable

- Knowledge of sports-anti doping frameworks and jurisprudence, or the ability to quickly acquire such knowledge to the level required to provide advice and support in relation to sports anti-doping matters.

Eligibility

Under section 22(8) of the *Public Service Act 1999*, employees must be Australian citizens to be employed in the APS unless the agency delegate has agreed, in writing.

The successful applicant will be required to obtain and maintain a Baseline Vetting Security Clearance and Working with Vulnerable People Card and may be required to undergo a medical assessment.

Sport Integrity Australia staff must comply with security (physical, personnel and IT) security controls and mandatory training.

How to apply

The selection criteria reflect the knowledge, experience, core skills and personal qualities required for this position. Assessment of applicants during the selection process is based on these criteria. You do not need to provide a separate response to each of the criteria in your written application.

Instead, applicants are required to provide a two page 'pitch' outlining our skills, knowledge, experience and achievements and why you should be considered for this position. This pitch should clearly show why you are the best person for this role.

You should take into consideration the position description and selection criteria above when drafting your 'pitch'. As much as possible include specific relevant examples of your work. When including examples, it is recommended you frame them around the following approach, commonly known as the STAR method:

- describe the SITUATION or problem,
- highlight the TASK you had to accomplish,
- tell what ACTIONS you took to achieve the task, and
- show the RESULT – what you achieved and what you learned.