

AALA National Vice-President – Volunteer | Position Description

About the role

- Would suit candidates with significant legal industry experience and prior experience in a management decision-making role/board role
- Acting as deputy to the National President in directing AALA's strategic goals and directing the activities of the Executive Committee and Branch Committees to ensure conformity with the AALA's mission statement
- Attractive opportunity for candidates looking for volunteer experience with Australia's premier non-profit community organisation focussed on advancing cultural diversity in law

The role

The National Vice-President adopts a strategic and active role to work as AALA's second national officebearer with the President in efforts to grow the AALA and meet its vision, mission and objectives. The National Vice-President acts as a spokesperson for the AALA to the membership and the community at large and works with the President to develop strategies and implementation plans for the organisation.

Importantly, the role involves identifying and addressing opportunities and challenges for the AALA and aims to build alliances and partnerships with other organisations.

Specific responsibilities include:

- Work closely and collaboratively with the President and the AALA National Executive Committee to develop and implement AALA operational policies and strategic plans through the National Executive Committee and Sub-Committees
- Direct the National Executive Committee towards the AALA mission and objectives
- Assist the President with planning the strategic goals of the organisation in collaboration with the National Executive Committee
- Steer AALA advocacy work, joint venture, national events projects, and manage public messaging and activities
- Assist with overseeing AALA fiscal activity, including budgeting, reporting, and auditing
- Ensure all AALA legal and regulatory documents are filed and monitor compliance with applicable laws and regulations
- Speaking at AALA events, both National and State and acting as a spokesperson for AALA for the media and other stakeholders.

Skills required

This role will suit candidates who possess the following transferable skills:

- Significant legal industry experience
- Bachelor's degree or master's degree in a relevant discipline or MBA
- Experience in building consensus and relationships among association members, executives, stakeholders and legal industry
- Proven management and negotiation skills
- Ability to inspire confidence and to build trust
- Ability to work under pressure, plan personal workload effectively, and delegate
- Excellent communication skills
- Previous board experience would be highly regarded

Time commitment and application

This role requires the successful applicant(s) to volunteer, on average, 6 hours per week.

Term of appointment

12 months from the date of the Annual General Meeting.

How to apply

See Notice of Annual General Meeting.

About the organisation

The Asian Australian Lawyers Association (AALA) is the first incorporated association in Australia to focus on the growing number of Asian Australian lawyers in the profession, as well as other lawyers with an interest in Asia. Our members hail from more than 10 countries in Asia and, between them speak almost 20 different Asian languages and dialects. We have members from all walks of legal life, including students, lawyers and principals from small, medium and large firms, barristers, in-house and government lawyers. The objectives of AALA include:

1. To bring together members of the legal profession of Asian heritage and cultural background and others with an interest in Asia;
2. To provide a cohesive professional network to advocate for, and provide support to, our members and to benefit from shared learning and experience
3. To improve the capability and reputation of the members in the legal profession through raising public awareness and providing education;
4. To develop links with Asian legal associations and facilitate and promote access for members to Asian legal markets;
5. To promote and facilitate Asian cultural diversity in the senior ranks of the legal profession;
6. To promote a mutual understanding of Australian and Asian legal systems; and
7. Such other purposes as the association, by general meeting, may determine, as an independent, politically unaffiliated and religiously tolerant organisation.