

POSITION DESCRIPTION



Development Lawyer



POSITION DETAILS

Position Title	Development Lawyer
Classification	Senior
Position Number	7002406
School/Office	Office of General Counsel
Division	Vice-Chancellor and President

POSITION PURPOSE

The Development Lawyer provides professional legal advice and services to senior management of the University and providing general advisory services on a broad range of issues relating to the University's operations. The role is responsible for the autonomous provision of legal services on a broad range of property, construction, environmental and planning matters, reflecting commercial, statutory and institutional requirements within tight timeframes.

The role works closely with the Senior Development Lawyer, the Office of Property and Commercial and other key business units.

KEY ACCOUNTABILITIES

1. **Take end-to-end ownership of a portfolio of property, construction, environmental and planning legal matters**, establishing legal strategy, managing institutional risk, and driving commercially sound outcomes consistent with the University's risk appetite and strategic objectives.
2. **Provide authoritative and strategic legal advice** to the University, identifying legal risk and recommending practical strategies consistent with the University's risk appetite and strategic objectives.
3. **Lead the structuring, drafting, negotiation and settlement** of complex legal documents, including contracts, construction contracts, project documentation, disputes, agreements, correspondence and memoranda of understanding, in accordance with University objectives.
4. **Partner with and strategically guide University stakeholders** on property matters, transactions and major project opportunities, determining and establishing appropriate legal,

commercial and governance structures to achieve University objectives. Provide high-level legal advice and strategic direction on the development, implementation and review of University policies, processes and initiatives involving property, construction, environmental and planning issues, and contribute to regulatory compliance and risk mitigation strategies.

5. **Lead institutional responses to draft legislation, government or regulatory reviews** and reports, and liaise with relevant external government agencies on matters affecting the University.
6. **Direct and hold accountable external legal service providers** to ensure strategic, timely and cost-effective legal outcomes, including managing performance, scope and expenditure.
7. **Develop and maintain effective client and stakeholder relationships** across the University, ensuring client groups are well supported in relation to legal matters affecting their operations.
8. **Support the capability of the Office of General Counsel** by mentoring junior lawyers and paralegals, sharing knowledge and responding to ad hoc requests and other functions as assigned by the Senior Development Lawyer or the General Counsel and University Secretary.

QUALIFICATIONS, EXPERIENCE AND SKILLS

- A law degree or equivalent qualification and registration, or eligibility for registration, to practise law in New South Wales.
- An unrestricted practising certificate in New South Wales, or the ability to acquire one prior to commencement.
- Extensive post-admission experience as a senior lawyer (at least 7 years post admission), including demonstrated experience managing and advising on property, construction, environmental and planning issues under State and Federal legislation.
- Demonstrated experience in property matters and transactions, including acquisitions and disposals of land, leasing and licensing, easements and covenants, compulsory acquisition, planning and environment law, environmental protection, Crown land, land valuation, water rights, imposts and caveats.
- Demonstrated ability to formulate legal strategy, establish governance frameworks, critically analyse legislation, apply commercial acumen, and negotiate and settle complex property, construction, environmental and planning matters.
- Excellent written and oral communication skills, including the ability to negotiate effectively and explain complex legal concepts clearly to senior executives, managers and other non-legal stakeholders.

KEY RELATIONSHIPS

- **This position reports to:** Senior Development Lawyer
- **This position supervises:** No direct reports; directs external legal service providers and provides professional guidance and mentoring to junior lawyers and paralegals within the Office of General Counsel
- **Key internal relationships:**
 - General Counsel and University Secretary
 - OGC lawyers and professional staff
 - Members of the University General Counsel portfolio
 - Office of Property and Commercial
 - Chancellor, Vice-Chancellor, Deputy Vice-Chancellors and other senior staff across the University

- **Key external relationships:**
 - External law firms
 - Government agencies, including councils and land-related authorities
 - Community and business partners

CHALLENGES

- Taking end-to-end accountability for a complex and varied portfolio of property, construction, environmental and planning matters within a relatively small team and often under tight timeframes.
- Balancing changing stakeholder expectations, commercial objectives and legal risk in a large and diverse university environment.
- Driving outcomes and maintaining robust legal governance across matters involving multiple internal and external stakeholders, significant statutory requirements and complex documentation.
- Remaining abreast of legal and regulatory developments affecting the University and the higher education sector more generally.

UNIVERSITY EXPECTATIONS

The University expects that all employees are aware of, and comply with, legislation and Western's policies and procedures relevant to the position, including but not limited to:

- Code of Conduct
- Work Health and Safety and Wellbeing Management System
- Enterprise Agreement or Award
- Anti-discrimination principles, Equal Employment Opportunity and staff and student equity

Approved by: Chief People Officer

Date: September 2026