

EXPRESSION OF INTEREST

Appointment of a judge of the Federal Court of Australia who will serve as President of the Administrative Appeals Tribunal

Expression of interest for appointment

Thank you for your interest in appointment as a judge of the Federal Court of Australia who will serve as the President of the Administrative Appeals Tribunal.

The successful appointee will be based in one of the Tribunal's registries on mainland Australia.

In order to lodge an expression of interest, please complete the following documentation and submit, together with your curriculum vitae and any other supporting material, to aat.appointments@ag.gov.au by close of business Monday 21 November 2011.

Private interests declaration: A private interests declaration form is at the last two pages of this documentation. To enable your expression of interest to be processed, please answer the questions in the declaration.

Contact officers:

For further information about lodging your expression of interest:

Attorney-General's Department
Antony Catt
Tel: (02) 6141 3350
E-mail: aat.appointments@ag.gov.au.

For further information about the position:

Administrative Appeals Tribunal
Philip Kellow
Tel: (02) 9391 2497
E-mail: Philip.Kellow@aat.gov.au

Personal particulars

Name: *[Please provide your preferred title, full name and post nominal.]*

*

Date of birth:

*

Preferred mailing address: *[This should be the mailing address to which you wish all correspondence from the Attorney-General's Department to be forwarded. Please include the post code.]*

*

Home address: *[If different from above.]*

*

Preferred telephone contact: *[This should be the contact number on which you wish to receive all telephone contact from the Attorney-General's Department. Please include the area code if the number is a land line.]*

*

Mobile: *[If different from above.]*

*

Preferred email address: *[Please provide an email address that you feel is secure and are comfortable for the Attorney-General's Department to use to contact you.]*

*

Educational qualifications: *[Please record qualification(s), institution, date(s) awarded and any studies currently underway. Please refrain from using abbreviations.]*

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First enrolment as a legal practitioner: *[Please record relevant court, year of enrolment and, if applicable, specify whether enrolment was as a barrister or solicitor.]*

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If applicable, other enrolments as a legal practitioner: *[Please record relevant court, year of enrolment and, if applicable, specify whether enrolment was as a barrister or solicitor.]*

If applicable, appointment as Senior Counsel or Queen's Counsel: *[Please record designation (i.e. Senior Counsel or Queen's Counsel), State or Territory and year of appointment.]*

Professional qualifications

[Greater details relating to employment history can be provided in your curriculum vitae which you can submit with your expression of interest. Please provide a brief overview only in this section.]

Current position:

*

Year commenced current position:

*

Areas of specialisation:

Former positions of note: *[e.g. Tribunal / judicial appointments.]*

Additional comments: [*e.g. Membership of specialist professional associations / other professional responsibilities.*]

Details of Publications:

Responses to criteria

Please give examples of how you have demonstrated the following professional skills and abilities and personal qualities relevant to the position.

Legal expertise

Decision-making skills

The ability (or the capacity quickly to develop the ability) to deliver clear and concise judgments

Integrity, impartiality, tact and courtesy

A commitment to professional development

Leadership skills, including the ability to inspire a sense of purpose and direction, build organisational capacity and steer and manage change

Ability to manage the administrative affairs of the Tribunal with the assistance of the Registrar

Strategic thinking, conceptual and analytical skills

The capacity to work effectively under pressure

The ability to cultivate productive internal and external working relationships, including strong interpersonal and communication skills

The capacity to inspire respect and confidence

References

[Please give the names and contacts details of three referees who may be approached in connection with this expression of interest. Please note that at least two of your referees should be able to comment upon your professional skills and abilities. Please include the area codes for land line telephone numbers.]

Referee # 1

Name:

Current Occupation:

Phone Business Hours:

Mobile:

Business Email:

Referee # 2

Name:

Current Occupation:

Phone Business Hours:

Mobile:

Business Email:

Referee # 3

Name:

Current Occupation:

Phone Business Hours:

Mobile:

Business Email:

Additional Comments:

Declaration

By submitting this documentation electronically, I declare that the information I have provided is true and correct to the best of my knowledge.

I understand that in order for my expression of interest to be considered, I am required to complete the attached private interests declaration form. I understand that I may be required to provide a signed declaration at a later date.

Name: *

Date: *

[Please complete the Private Interests Declaration on the following page.]

ATTACHMENT