

LEGAL OFFICER CAREER AND PROFESSIONAL DEVELOPMENT COMMITTEE

OUT-OF-SESSION DECISION OF 25 JULY 19 COMMITTEE DECISION 59/19

Subject: Policy – Amendment to LOSOCS Policy

The Committee noted:

1. The Defence Force Remuneration Tribunal (DFRT) Decisions on the Legal Officers' Specialist Officer Career Structure (LOSOCS) and the ADF LOSOCS Policy as amended on 23 May 19.
2. The Secretary LO CPDC proposal to make an amendment to Table 4 of para27d of the LOSOCS policy by:
 - a. replacing the 'Management of Subordinates' criteria with 'Critical Executive Leadership Capabilities'; and
 - b. requiring that both permanent and part time legal officers prove:
 - (i) attainment of a management-related qualification covering practical management issues for senior managers in a professional workplace (minimum 24 contact hours/ certificate level course – approved by CDF); and
 - (ii) demonstrated proficiency in each of the five core leadership capabilities at the 06/EL2 level.
3. That in order to demonstrate the second element, an applicant would need to:
 - a. provide an unclassified submission for consideration demonstrating at least one of the behaviours in each capability area that an effective person is expected to demonstrate;
 - b. the submission would be expected to follow the STAR model with a word limit of no more than 500 words per capability area; and
 - c. using examples drawn from a military and/or civilian context.
4. That following consultation with the Defence Directorate of Military Remuneration (DMR) and also with the Service personnel policy areas, the proposal is supported.
5. That the DMR has advised that the change will be reported to the DFRT via the annual notification process later this year.

The Committee decided to:

1. **Recommend** that the proposed amendments to the main body of the LOSOCS Policy at Enclosure 1 be approved.

2. **Recommend** that the amendments apply to applications received from applicants for advancement to LL5 on or after 24 Jul 19. Applications received from applicants for advancement to LL5 prior to that date remain subject to the criteria set out in the LOCPDC Policy dated 23 May 19.

LOSOCS Policy Amendments**APPROVED / NOT APPROVED**

I hereby direct that the amendments apply to applications received from applicants for advancement to LL5 on or after 24 Jul 19. Applications received from applicants for advancement to LL5 prior to that date remain subject to the criteria set out in the LOCPDC Policy dated 23 May 19.



P.W. BOWERS
CDRE, RAN
DGADFLS
Chair, LO CPDC / CDF Delegate

Enclosure:

1. Proposed LOSOCS Policy Amendment.

LOSOCs POLICY AMENDMENTS

1. Sub-Paragraph 27d Table 4 – Criteria for Advancement to LL5. Delete Table 4 and its footnotes. Substitute the following and adjust subsequent extant footnotes in numerical order:

“Table 4 – Criteria for advancement to LL5

Legal level component	Permanent Legal Officer recognition of legal level component	Reserve Legal Officer recognition of legal level component
Rank requirement	Minimum rank of substantive ²¹ O05	As for Permanent Legal Officer
Legal Manager expertise in a military context	Take up a posting to a designated LL5 position	As for Permanent Legal Officer or, if not so posted, satisfactory observed performance of a range of military legal work normally carried out in a designated LL5 position (minimum 20 reserve days and 4 separate instructions)
Critical legal manager skills: strategic problem solving & analysis in a government context	Satisfactory observed performance ²² in providing strategic-level advice to government (Commonwealth or State/Territory) on legal policy. For permanent officers this would usually be satisfied through a posting (minimum 12 months), to a Directorate in Defence Legal Division, Canberra at O04 rank or above.	(a) Satisfactory observed performance of military strategic-level legal policy advice over a minimum period of 20 reserve days; or (b) Minimum 12 months demonstrated civilian strategic-level experience advising a government (Commonwealth or State/Territory) on legal policy.
Critical Executive Leadership Capabilities	<ul style="list-style-type: none"> • Attainment of a management-related qualification covering practical management issues for senior managers in a professional workplace (minimum 24 contact hours/ certificate level course – approved by CDF²³) <u>and</u> • Demonstrated proficiency in each of the five core leadership capabilities at the 06/EL2 level²⁴. 	As for Permanent Legal Officer.

²¹ ‘Substantive’ means promoted to the prescribed minimum rank pursuant to paragraph 13(1)(a) of *Defence Regulation 2016* with or without specified conditions but does not include a direction to act in a higher rank pursuant to paragraph 13(1)(b) of that Regulation.

²² Satisfactory observed performance means no instance of providing below competent level legal advice. Should a member provide legal advice below a competent level that legal officer will not have achieved satisfactory observed performance until the officer establishes that he/she has provided competent legal advice in a similar matter at a time subsequent to the below competent level legal advice.

²³ The CDF delegate has approved a number of courses, subject to the qualifying notes, in CPDC Decision 56/13. Other qualifying courses may be approved from time to time. Details of management courses approved from time to time are listed under the heading of Advancement in Legal Levels (LL) on the CPDC Policy Decisions link of the ADF Legal Officer Career Management page <http://www.defence.gov.au/legal/CareerManagement/>.

²⁴ The core leadership capabilities are: strategic thinking, results, relationships, personal drive and integrity and communication. Applicants must provide a submission for consideration which demonstrates at least one of the behaviours in each leadership capability area that an effective person is expected to demonstrate. The submission must be unclassified. Applicants are expected to follow the STAR model and limit their submission to no more than 500 words per capability area. Examples may be drawn from a military and/or civilian context.”