

# **LEGAL OFFICER CAREER AND PROFESSIONAL DEVELOPMENT COMMITTEE**

## **OUT-OF-SESSION DECISION OF 17 DEC 13 COMMITTEE DECISION 56/13**

**Subject: Policy – Approve Management courses as part of advancement to LL5**

### **The Committee noted:**

1. The Defence Force Remuneration Tribunal (DFRT) Decisions on the Legal Officers' Specialist Officer Career Structure (LOSOCS) and, in particular, the decision approved by the DFRT in Matter No. 6 of 2012.
2. That the approved criteria for advancement to Legal Level (LL) 5 included a criterion of management of subordinates, which could be satisfied by EITHER attainment of a management related qualification (minimum 40 contact hours/certificate level course – approved by the CDF) and demonstrated skill supervising, mentoring and developing personnel (in a military or civilian environment, evidenced, through a minimum eight years (total) of satisfactory supervisory performance in service reporting or equivalent) OR equivalent experience in a management role (for example CO or XO of a unit, managing partner, Director-level public servant).
3. That when the DFRT submission was prepared, Defence Legal had in mind that the management course must cover practical management issues for senior managers in a professional workplace. The principle requirements were knowledge and application and the 40 hour requirement reflected the time of the "Management Essentials" course conducted by the Australian Institute of Management (AIM).
4. That unfortunately AIM no longer offers the 5-day "Management Essentials" course.
5. That the Director Military Law Centre (DMLC) was tasked to research suitable courses and to provide a recommendation to the Committee.
6. That DMLC submitted a brief recommending certain management courses, subject to the qualifying notes, at Attachment 1 to the brief and further recommending that, in future, the Committee may approve suitable management courses from time to time.
7. That members of the Committee have agreed to the recommendations made by DMLC.

8. That the Services were asked to agree to the proposed change to the minimum contact hours for the management qualification and did so agree – Navy on 25 Nov 13, Army on 30 Oct 13 and Air Force on 22 Oct 13.

**The Committee decided to:**

1. **Agree** that the management related qualification, as part of the criteria for advancement to LL5, be a minimum of 24 contact hours.
2. **Approve** the management courses, subject to the qualifying notes, set out in Attachment 1.
3. **Agree** that, in the future, the Committee may approve other suitable management courses covering practical management issues for senior managers in a professional workplace from time to time.



**P.A. CRONAN AM**  
AIRCDRE  
DGADFLS  
Chair, LO CPDC / CDF Delegate

**Attachment:**

1. Management courses for LL5.