

Join our team

Legal Counsel

Full time, temporary for up to 13 months

Position Description



About us

We provide services to more than 69,000 households and businesses across 43 towns, comprising a diverse, complex, and geographically dispersed asset base, with over 400 team members across eight departments.



So why choose us?

We exist to deliver reliable, high-quality water, wastewater and waste recovery services to ensure the economy and liveability of the central Gippsland region.

Our region is diverse which presents many challenges, and we play an important role in its ongoing stability and transition.

We're continuing to focus on:

- maintaining quality water and wastewater services for our customers at an affordable price
- our sustainable future and the future of the region, and
- the role we play in the future.

Our people

Our strategic priorities provide the direction and insight into how we will deliver on our vision, highlighting that our people play an integral role in our ability to achieve successful outcomes for our customers and the community.

We're committed to building a diverse and inclusive workplace and strongly encourage applications from experienced women and men, people with disabilities, LGBTIQ+, ATSI, culturally and ethnically diverse candidates to best represent and engage with communities we live and work in.

Our achievements

With a clear strategy, strong leadership and driving accountability in a consistent way across the business we've been able to drive a positive and constructive culture shift, and a sustained increase to employee engagement.

Our values

We take pride in partnering with the community in providing quality water and waste services so we can enjoy a healthy and sustainable Gippsland for generations to come.

Our values are:

- Safety and wellbeing
- Customer focussed
- Innovation
- Accountability
- Collaboration
- Integrity & Respect

What we have to offer

We are growing, innovative and committed to ensuring that Gippsland Water remains a great place to work. We do this by offering a flexible and stimulating workplace and investing in our people to enable us to adapt to the changing needs of our region.

But that's not all - it's also about freedom. We support our people to achieve their potential by providing the freedom to learn, explore and be true to their passion.

Interested to find out more?

For more information about our career opportunities and what we can offer you, please visit www.gippswater.com.au/careers



Gippsland
Water

POSITION DESCRIPTION

Legal Counsel

Date Reviewed: August 2026



POSITION DETAILS

Position Title	Legal Counsel
Department	Corporate Affairs, Governance & Risk
Reports to	General Counsel
Direct Reports	Nil
Location	Traralgon
Employment Type	Full-time
Band	3

PURPOSE OF THE ROLE

The Legal Counsel provides practical legal advice and support across Gippsland Water to assist the organisation in making informed decisions, managing legal risk and meeting its statutory and regulatory obligations. The role contributes to the delivery of high-quality legal services across a diverse range of matters, including water, environmental, property, litigation, commercial and contract law, supporting reliable essential services and positive outcomes for customers and the Gippsland community.

KEY RESPONSIBILITIES

The role is responsible for the following core accountabilities:

- Provide practical legal advice and support to business units across areas including water, environment, property, litigation, commercial and contract law, ensuring advice is clear, timely and aligned to organisational needs.
- Coordinate the day-to-day legal aspects of the debt recovery program in partnership with the Customer Service team, supporting appropriate recovery and enforcement action in accordance with legal requirements.
- Draft, review and negotiate legal documents, contracts, agreements and correspondence for minor to medium legal matters to manage risk and support effective business outcomes.
- Contribute to the provision of complex legal advice, including major customer negotiations and dispute resolution matters, applying legal expertise, sound judgement and practical business understanding.
- Maintain a sound understanding of applicable legislation, legal precedent and emerging legal issues relevant to Gippsland Water's operations, including water law, land and property transactions and environmental obligations.

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- Identify, assess and communicate legal risks, obligations and opportunities, ensuring sensitive or strategic matters are escalated to the General Counsel where appropriate.
 - Identify, document and support implementation of legal process improvements to enhance efficiency, consistency and effectiveness of legal service delivery across the organisation.
 - Build and maintain productive internal and external stakeholder relationships, communicating complex legal information clearly and supporting ethical, compliant and informed decision-making.

SKILLS, KNOWLEDGE AND EXPERIENCE

Essential

- Knowledge of and experience as a lawyer in an Australian jurisdiction in areas of legal practice relevant to the organisation.
- Highly developed analytical and written communication skills, including the ability to prepare clear, practical and accurate legal advice.
- Strong verbal communication and stakeholder engagement skills, including the ability to support negotiations and explain complex legal issues to a broad range of audiences.
- Ability to identify legal risks and provide practical advice focused on organisational outcomes.
- Demonstrated judgement and reasoning capability, including the ability to analyse matters without clear precedent and determine appropriate courses of action.
- Ability to understand, synthesise and present complex legal information in a practical and accessible manner.
- Demonstrated ability to work effectively within a team environment while maintaining trusted stakeholder relationships.
- Commitment to professional, ethical and collaborative workplace behaviours.

Desirable

- Experience drafting, reviewing and negotiating contracts and commercial agreements.
- Knowledge of civil procedure and court processes.
- Commercial acumen and awareness of operational environments relevant to a regulated utility.
- Ability to strategically consider and analyse complex legal issues.
- Knowledge or experience in water law, environmental law, land and property



matters or related regulated industries

QUALIFICATIONS AND MANDATORY REQUIREMENTS

Essential

- Bachelor of Laws, Juris Doctor or equivalent degree.
- A current Victorian Practising Certificate or eligibility to practice law in Victoria, including admission to the Supreme Court of Victoria or another Australian jurisdiction.

Mandatory Requirements

- Police check
- Driver licence

HOW PERFORMANCE IS MEASURED

- Delivery of clear, accurate and practical legal advice within agreed timeframes.
- Effective identification, management and communication of legal risks and obligations.
- Effective coordination and management of legal aspects of debt recovery matters.
- Preparation of legal documentation, agreements and correspondence to a high professional standard.
- Positive stakeholder feedback regarding the accessibility, responsiveness and quality of legal services provided.
- Identification and implementation of legal process improvements that enhance organisational efficiency and consistency.
- Appropriate management and escalation of complex, sensitive or strategically significant legal matters.
- Demonstration of professional, ethical and collaborative behaviours in stakeholder interactions.



Gippsland
Water