Call for Expressions of Interest

An opportunity has arisen for an experienced civil litigation practitioner to contribute to the development of teaching materials in LAW451 Civil Procedure at the University of Tasmania. The Unit Coordinator, Dr Olivia Rundle, has applied successfully for a Teaching Development Grant to purchase the expertise of a legal practitioner to help develop an enduring set of teaching resources. Expressions of interest are invited from practitioners who can make themselves available to complete the project between February and July 2016.

Necessary expertise

Applicants must have at least five years’ experience in the practice of civil litigation, specifically in the preparation of documents that are filed in court or otherwise prepared during pre-trial stages. The primary contribution of the practitioner will be to draft documents to match hypothetical scenarios. Documents to be drafted include:

- Writs
- Affidavits (of Service and Others)
- Appearances
- Interlocutory Applications (Various kinds)
- Statement of Claims
- Defences
- Counter-claims
- Response to Counter-claims
- Case Management related documentation
- Interrogatories
- Consent Memoranda (Various kinds)
- Judgments (Default and Summary)
- Notices of Discontinuance
- Terms of Settlement / Deeds

The University of Tasmania must have the rights necessary to reproduce, communicate, adapt, publish and distribute the copyright materials produced and/ or incorporated by the practitioner. Therefore, the practitioner must not reproduce copyrighted material, for example, precedents published in a commercial database.
Activities and Remuneration

The project will be conducted through meetings and consultation between Dr Rundle and the practitioner in February/March, development of the documents by the practitioner between March and May, and finalisation of documents in June.

The total monetary remuneration available to the practitioner is $8,000 (plus GST), to be invoiced to the Faculty of Law as an independent consultant on completion of the project. The UTAS Engagement of Contractors Policy will apply (http://www.utas.edu.au/__data/assets/pdf_file/0007/214684/Engagement-of-Contractors-Policy-July-2015.pdf).

The Tasmanian legal profession is traditionally very generous in supporting quality teaching and learning at the University of Tasmania through pro bono assistance to teaching staff and mooting programmes. Dr Rundle applied for the grant because she believes that it is important that practitioners’ expertise is valued by the University. This Expression of Interest process is being adopted to encourage a partnership approach whereby practitioners may choose to offer additional time beyond the time that would be covered by the grant amount in their normal hourly rate.

Ideally up to 5 scenarios will have sets of documents created through this project. Some scenarios have already been devised, but applicants are encouraged to use real world examples that they can anonymise and recreate as hypotheticals. An example of an existing hypothetical scenario for which documents are required can be emailed to applicants on request.

Expressions of Interest

Practitioners are invited to email confidential Expressions of Interest to Olivia.Rundle@utas.edu.au by COB on 24th February 2016. Applicants should explain their relevant experience and why they are applying. Please indicate how many hours of your time you are offering to dedicate to the project.

Further Information

All questions about this call for Expressions of Interest can be directed to Dr Olivia Rundle Olivia.Rundle@utas.edu.au