

## ROLE DESCRIPTION

# Specialist committee member

### Responsible to

- Convenor of the specialist committee

### Functional relationships

- Specialist committee convenor
- Other members of the specialist committee
- Law Reform and Advocacy Manager
- Committee secretary (NZLS law reform staff)
- General Manager External Relations

### Prime purposes of position

- To serve as a member of the specialist committee.

### Tasks

- To assist, as required, in preparing submissions on:
  - Bills;
  - Law Commission papers;
  - government department law reform proposals; and
  - reforms affecting the rule of law or administration of justice, on a case-by-case basis.
- To engage with lawyers interested in law reform in the specialist committee's area.
- To contribute time and expertise to the work of the committee.
- To identify important emerging issues to allow the committee to work proactively.

### Expected outcomes

- The committee actively engages in law reform within the committee's area of expertise.
- NZLS law reform submissions are of a very high standard (as per the NZLS Law Reform Guidelines) and support the Law Society's reputation for producing impartial and considered submissions

### Skills & expertise

- Expertise in specialist area.
- Strong interest in law reform.
- Good understanding of the NZLS law reform mandate (which includes, on occasions, a dual focus on representing the profession's interests as well as the public interest).
- Clear communicator.
- Capacity and willingness to contribute to the committee's work, sometimes to tight deadlines.
- Able to work alongside other committee members to reach an agreed position.
- Comfortable with electronic communication (email, internet and teleconferencing).

### Notes

- This is a voluntary position.
- Appointments to this committee are made biennially, by the President.
- The committee operates almost entirely by email and teleconferences.