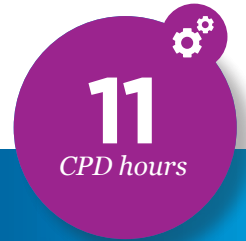




NZLS EST 1869

NZLS CLE Ltd
CONTINUING LEGAL EDUCATION
NEW ZEALAND LAW SOCIETY



ENTRY LEVEL DUTY LAWYER TRAINING PROGRAMME

2020

A PRACTICAL PROGRAMME FOR
LAWYERS INTENDING TO APPLY TO
BE LISTED AS DUTY LAWYERS

*Developed with
the support of*

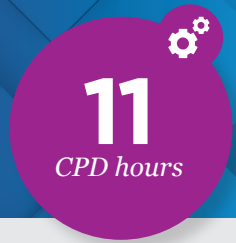


YOUR TRUSTED CPD PARTNER

www.lawyerseducation.co.nz

ENTRY LEVEL

DUTY LAWYER TRAINING PROGRAMME



Duty lawyers are critical to the smooth running of a District Court list. This course gives you the basic knowledge and skills you need to apply to join this important group.

CONTENT

You will:

- Undertake self-directed pre-course reading and preparation.
- Arrange to observe experienced duty lawyers for a minimum of five half days.
- Attend an introductory session in the area in which you intend to practise (introductory session).
- Work through realistic scenarios with an experienced duty lawyer (advising session)
- Sit an open book exam (exam session).
- Make critiqued practice appearances (practice court session).
- Be observed and assessed while making your first real appearance as a duty lawyer (final assessed appearance).

MINISTRY OF JUSTICE REQUIREMENTS

As well as completion of the programme, you will need to meet Ministry of Justice listing criteria for duty lawyers. Note that being listed as a duty lawyer does **not** guarantee a place on any roster. See the MOJ website for more information: <https://www.justice.govt.nz/about/lawyers-and-service-providers/legal-aid-lawyers/duty-lawyers/>

ADMINISTRATION

The introductory, advising, exam and practice court sessions are all run in five main centres. Introductory sessions are also held in a number of smaller centres. **Your introductory session and final assessed appearance must be attended in the region in which you intend to practise.**

All participants are required to attend the advising, exam, and practice court sessions in one of the main centres. These sessions are held on a Friday afternoon and the following Saturday morning.

If you are from a town which is not shown, we may be able to help you organise an introductory session in your area.

<p>LEARNING OBJECTIVES</p>	<p>At the completion of this programme you will be able to:</p> <ul style="list-style-type: none"> • Recognise what information is required to advise list court defendants. • Advise defendants as to their best course of action. • Recognise when to seek advice from a more experienced duty lawyer. • Recognise the limits of the duty lawyer role. • Make appropriate applications/submissions for a defendant. • Recognise and respond appropriately to ethical issues which may arise. • Know how to interact appropriately with the Community Probation Service, Police, the Forensic Nurse and other services assisting in the list court.
<p>WHO SHOULD ATTEND</p>	<p>This course is for practitioners who intend to apply to be listed as a duty lawyer.</p> <p>Note that you must hold a practising certificate in order to complete the course.</p>
<p>MATERIALS</p>	<p>Materials will be supplied when you have registered and paid. Please read all instructions, requirements and assessment procedures to ensure you are fully prepared for each component of the course.</p> <p>We suggest that you register at least three weeks before the introductory session you wish to attend so that you can start your observations and prepare for the introductory session.</p>
<p>TIMING</p>	<p>Introductory session: 2.00pm – 5.30pm Advising & exam session: 1.00pm – 6.00pm Practice court session: 8.30am – 1.30pm</p>
<p>FEE (Incl GST)</p>	<p>The registration fee for this programme is \$505 and includes all materials and catering.</p>

TRANSFER AND CANCELLATION

Transfer*	
Introductory session	
No transfer is possible for the introductory session as it must be attended in the region in which you intend to practise.	
Advising & exam session and/or practice court session	
Transfer to another centre	
Notice given	Fee payable
<i>10+ working days</i>	<i>\$100</i>
<i>5-9 working days</i>	<i>\$150</i>
<i>0-4 working days</i>	<i>Transfer not possible, treated as cancellation. See cancellation below.</i>

***Note: transfer is available only within this calendar year.**

Cancellation	
Before introductory session*	
Notice given	Refund
<i>10+ working days</i>	<i>\$405 (fee - \$100 administration)</i>
<i>0-9 working days</i>	<i>\$355 (fee - \$150 administration)</i>
Before advising & exam session and/or practice court session	
Notice given	Refund
<i>10+ working days</i>	<i>\$150</i>
<i>0-9 working days</i>	<i>No refund</i>

***Note: materials must be returned unused before refund will be processed.**

REGISTRATION DUTY LAWYER TRAINING PROGRAMME

REGISTER, PAY & VIEW PROGRAMME ONLINE
www.lawyerseducation.co.nz

CENTRE	INTRODUCTORY SESSION	ADVISING & EXAM SESSION	PRACTICE COURT SESSION
CHRISTCHURCH	14 Feb	*TBC	*TBC
TIMARU	21 Feb	*TBC (in Chch)	*TBC (In Chch)
WELLINGTON	6 Mar	*TBC	*TBC
NELSON	6 Mar	*TBC (in Wgtn)	*TBC (in Wgtn)
AUCKLAND	3 Apr	*TBC Jun	*TBC Jun
GISBORNE	3 Apr	*TBC (in Akld)	*TBC (in Akld)
HAMILTON	19 Jun	24 Jul	25 Jul
TAURANGA	19 Jun	24 Jul (in Ham)	25 Jul (in Ham)
ROTORUA	19 Jun	24 Jul (in Ham)	25 Jul (in Ham)
DUNEDIN	26 Jun	28 Aug	29 Aug
INVERCARGILL	26 Jun	28 Aug (in Dun)	29 Aug (in Dun)
MANUKAU	7 Aug	18 Sep	19 Sep
WHANGAREI	7 Aug	18 Sep (in Mnku)	19 Sep (in Mnku)
WELLINGTON	14 Aug	16 Oct	17 Oct
WHANGANUI	4 Sep	16 Oct (in Wgtn)	17 Oct (in Wgtn)
HAWKES BAY	14 Aug	16 Oct (in Wgtn)	17 Oct (in Wgtn)
NEW PLYMOUTH	14 Aug	16 Oct (in Wgtn)	17 Oct (in Wgtn)
PALMERSTON NORTH	14 Aug	16 Oct (in Wgtn)	17 Oct (in Wgtn)

TIMES: Introductory session: 2.00pm-5.30pm; Advising & exam session: 1.00pm-6.00pm;
Practice court session: 8.30am-1.30pm

NOTE: The introductory session and final assessed appearance must be attended in the region in which you intend to practise.

*Dates have been affected by COVID-19 restrictions, please contact dutylawyeradmin@lawyerseducation.co.nz if you require further clarification.

REGISTRATION DUTY LAWYER TRAINING PROGRAMME

REGISTER, PAY & VIEW PROGRAMME ONLINE
www.lawyerseducation.co.nz

Centre:		
Last Name	First Name	Title
Firm/Organisation		
Address		Your details
PO Box	DX	Email
Street Address		Phone
Suburb	Postcode	Dietary Requirements
Town/City		
FEE (Incl GST)		TOTAL AMOUNT DUE
<input type="checkbox"/> \$505		\$

PAYMENT	
<input type="checkbox"/>	PAY BY ENCLOSED CHEQUE: Payable to 'NZLS CLE Ltd'
<input type="checkbox"/>	PAY BY DIRECT CREDIT: Account 'NZLS CLE Ltd' 12-3192-0049995-00 (Incl surname & organisation as reference)
<input type="checkbox"/>	PAY BY CREDIT CARD
Card Number:	
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
<input type="radio"/> Visa	<input type="radio"/> Mastercard
<input type="radio"/> Amex	Expiry: /
Name on card	
Card security code	Signature

REGISTER

ONLINE AT:
www.lawyerseducation.co.nz

POST TO:
NZLS CLE Ltd, PO Box 5041,
Wellington 6140, DX SP20202

FAX TO:
04 463 2986

ENQUIRIES
0800 333 111
registrations@lawyerseducation.co.nz

PRIVACY ACT 1993
The information requested on this registration form is for NZLS CLE Ltd and the sponsors only.

I do not wish the sponsors to receive my contact details.

CANCELLATION AND REFUND POLICY – please see page 3.

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the support of

