



APPOINTMENT OF TIPSTAFF (JUDICIAL CLERK) TO THE CHIEF JUSTICE OF NEW SOUTH WALES

Applications are invited for the position of Tipstaff to the Chief Justice of New South Wales, the Honourable A.S. Bell.

Position description

The appointment will commence in late January 2026. The position is generally between 18 months and two years with the successful applicant to continue on the staff of the Chief Justice in 2027 in the position of Research Director to the Chief Justice. Salaries in the 2024-25 financial year are \$73,522 pa for the Tipstaff position and \$122,058 pa for the Research Director position. The salaries for the 2025-26 financial year are yet to be determined.

The primary role of Tipstaff is assisting the Chief Justice with hearings, proofreading judgments and legal research. The Tipstaff also performs a range of other court-related duties in chambers, assisting with some social functions as well as spending a substantial amount of time in court. In the second year of appointment the role principally involves assistance in drafting academic papers, legal research and speeches, and assisting the Chief Justice in the administration of the Court, but with continuing assistance in relation to some hearings.

Applications

Applicants must have a distinction average or higher, and must expect to complete their law degree by the end of 2025 or have already completed their degree.

Applications should contain a covering letter, full curriculum vitae, original or certified academic transcript, a sample of legal written work and the names and contact details of two referees.

Applications for the position will close on Thursday 20 February 2025. Interviews will take place in the following week.

Previous applications or expressions of interest for the position, commencing in 2026, will be considered and a further application is not required.

Applications should be sent to:

Ms Edwina Chapman
Associate to the Hon A.S. Bell
Chief Justice of New South Wales
Supreme Court of New South Wales

GPO Box 3
SYDNEY NSW 2001
or emailed to:
Edwina.Chapman@courts.nsw.gov.au