



Solicitor

Grade L

Group: Corporate Services & Governance

Service: Legal & Democratic Services

Location: Civic Centre

Line Manager: Social Care, Health and Education

Job Purpose

Under instruction from the Social Care, Health and Education Legal Manager to provide legal advice, support and advocacy within Legal Services.

The key roles of this post will include:

1. To provide legal advice, support and advocacy in all matters relating to child care law.
2. To represent the service at court and other tribunals as required.
3. To be fully conversant with the legislation, regulations and procedure in respect of public law child care proceedings and to be aware of changes to the same to ensure accurate and effective advice is provided.
4. To maintain close liaison with the Social Care, Health and Education Legal Manager on all issues.
5. Such other responsibilities as are commensurate with the grade of the post



Knowledge & Qualifications

Essential:

Knowledge

- All aspects of public law proceedings
- Child protection, adoption, fostering, forced marriage

Experience

- Legal practice and procedure
- Drafting, negotiation, advocacy
- Excellent oral and communication skills
- Managing your own case load

Qualifications

- Qualified solicitor / barrister

Desirable:

Knowledge

- Local Government procedure
- Areas of law relevant to the post

Experience

- Local Government
- Expertise in other areas of work



Competencies

Customer Focus	Puts the customer first and provides excellent service to both internal and external customers
Communication	Uses appropriate methods to express information in a clear and concise way to make sure people understand
Team Working	Works with others to achieve results and develop good working relationships
Making things happen	Takes responsibility for personal organisation and achieving results
Flexibility	Adapts to change and works effectively in a variety of situations
Learning and Development	Actively improves by developing and applying new skills and knowledge and learns from past experiences
Personal Impact	Is self-aware, acts proactively, accepts personal responsibility and communicates effectively
Focusing on Results	Plans and monitors service delivery. Works with others to enhance provision. Strives to provide quality service and continuously improve delivery.
Leading & Developing Others	Motivates and encourages teams and individuals. Provides direction and feedback and creates a climate of respect.