

Job Profile

Senior Lawyer Advocate

Grade: 10

Date created: 1 August 2017

About the Job: As a member of the County Council's Legal Team, to provide high quality legal services in the areas of [Allocated Advice Areas 1 and 2]

We expect that, as a Senior Lawyer Advocate within Legal Services, you will:

- Be a lead lawyer in providing high quality legal services in the area of law which will include being a lead lawyer on [Advice Area 1]
- Play an active role in developing and delivering training to client officers and members of the council and provide advice bulletins and guidance notes.
- To identify income opportunities for the future benefit of the service.

This is what we need you to do...

- Be a lead in providing high quality legal services in the areas of [Advice area 1]
- An ability to acquire and maintain knowledge in relation to [Advice area 2]
- Undertake advocacy and represent the Council in the Court arena.
- To represent Legal Services, the Council and external clients in meetings, including committee and member meetings, inquiries and working groups and in discussions with other legal practitioners at an appropriate level as and when required
- Contribute to the development and delivery of legal services.
- Exhibit the employee behaviours as indicated in the Council's People Strategy.
- Support the Principal Lawyer and Legal Services Business Partner in the management of the team.
- Ability to deal with sensitive issues with tact and confidentially.
- Ability to provide innovative, creative advice to clients in a pressurised environment
- Highly developed negotiating and listening skills with various groups of people and in a variety of different settings, including some of which may potentially end in conflict.

Special Conditions

- To be able to travel outside the office as required.
- Ability to work flexibly and, on occasions, beyond the normal contracted hours in order to meet the business needs of the service.
- To provide out of hours emergency cover on a rota basis.
- As part of income generating measures, to work for other clients including attending their offices.

Monitoring and ongoing development of outcomes

As part of the annual appraisal, outcome based targets will be developed in conjunction with the post holder and will supplement this job profile. The job profile will be subject to regular review and the council reserves its right to amend or add to the accountabilities listed above.

The ideal candidate will have...

Experience

- Significant experience of undertaking advocacy at all levels of court including higher court advocacy together with contested hearings requiring the cross examination of witnesses in court.
- Experience of working in local government

Knowledge, Skills and Understanding

- Specialist knowledge of English law and practice in relation to [Area 1]
- An ability to acquire and maintain knowledge in relation to [Area 2]
- Good interpersonal and communication skills to be able to advise members, staff, other organisations and members of the public courteously and efficiently in person and by telephone.
- Excellent research and problem solving skills with ability to convey complex legal and factual issues to various audiences.
- Ability to work collaboratively with professionals and client departments in order to build excellent working relationships and one which is supportive to the client department.
- Ability to share knowledge and expertise to develop colleagues and clients and to be part of a team.
- Excellent research and IT skills including the ability to use a case management system
- To be conversant with Microsoft Word, Outlook and Excel.

Behavioural attributes

- Demonstrates Gloucestershire Employee Behaviours.
- Able to respond to a changing pattern of demand at work which can be unpredictable and unplanned.
- Be adaptable, flexible, open to change, enthusiastic, creative, self-starter and focused.
- A key member of the team, yet confident and able to work independently and act upon your own initiative.

Education & Qualifications

- Qualified barrister, Solicitor or a Chartered Legal Executive
- Membership of the relevant professional body