# **PERSON SPECIFICATION: SOLICITOR (Adult Services) POST REFERENCE: SR-107019**

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**

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| REQUIREMENTS | ESSENTIAL CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)  | DESIRABLE CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Educational/vocational/ occupational qualifications and/or training**
* **Specific qualifications (or equivalents)**
 | * Admitted as a Solicitor, (holding an unconditional Practising Certificate) or as a Barrister. (F)
 | * Degree in Law or related area. (F)
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| * **Work or other relevant experience**
 | * Experience of litigation in respect of the protection of vulnerable adults and related matters. (F)
* Experience of working in a multi-disciplinary team. (F)
* Working knowledge of the law and practice relating to adult social services (F) (I)
 | * Experience of working in domestic/family and related cases. (F)
* Experience of conducting litigation in respect of child protection matters (F) (I)
* Experience in a management/supervisory capacity (F)
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| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** |

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| * **Skills, abilities, knowledge and competencies**
 | * Influencing (I):-

 - Rational persuasion - Responsiveness* Human Resources (I):

 - Positive Regard - Managing group processes - Self Assessment - Networking* Leadership (I):

 - Positive self image - Logical thought - Conceptualisation - Initiative* Self Managing (I):

 - Stamina and adaptability - Transferral learning - Restraint - Complete finisher* Planning & Implementation (I):
* Efficiency
* Proactivity & development
* Concern for standards
* Good communication skills
* Results
* Understanding of government legislation relating to adult social care and related proceedings. (I)
* Understanding of Local Government including corporate governance, performance management and related areas. (I)
 | * To be able to deliver a quality legal service through the provision of timely, accurate and sound legal advice. (I)
* To be able to positively influence and contribute to the development of the Council’s Legal Services. (I)
* To develop and promote working practices with other key stakeholders, including partnering, for the benefit of the Legal Services Division. (I)
* To assist and engage in the training and development of junior members of staff and the general monitoring of team members. (I)
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| * + **General competencies**
 | * To be able to develop and implement systems to assist the development of the Legal Services Division. (I)
* To be able to offer professional support to team members and be able to advise members and officers of the authority. (I)
* Organisational competence (I)
* Time management (I)
* Being a ‘Team Player’ (I)
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Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.