



## PERSON SPECIFICATION

### SOLICITOR / LAWYER

	Essential	Desirable	How this will be measured
<b>Qualifications required</b>	<p>Minimum second class Honours Degree in Law or equivalent academic qualification.</p> <p>Qualified solicitor or equivalent</p>		Evidence of qualifications to be provided at interview
<b>Skills / competencies required</b>	<p>Skills and competencies developed in all aspects of planning law, environmental health, housing and licensing, including drafting planning agreements, planning enforcement notices, listed building notices, section 215 notices, contracts, pleadings together with litigation and advocacy skills for appearance in the Magistrates' Courts, County Courts, appeals and other tribunals.</p>		Application / interview
<b>Knowledge required</b>	<p>Specific knowledge of the law in local government work, which may include planning, contract and procurement, environmental health, licensing, housing, employment, revenues and benefits, waste and street scene, information governance.</p>		Application / interview

<b>Experience required</b>	<p>Experience on all routine casework relating to local government legal work (or relevant experience that exhibits transferable skills to pick up this area of work)</p> <p>Experience of interpreting legislation in relation to local government law</p> <p>Advocacy before Courts/Tribunals/Inquiries</p> <p>Making presentations and speaking in public</p>	<p>Advising Members in Committee</p>	
<b>Personal qualities</b>	<p><u>Political Effectiveness</u> Demonstrates an understanding of the national and local political environment.</p> <p><u>Decision Making And Problem Solving</u> Ability to identify problems. Ability to analyse/research information. Ability to assess and manage risk. Ability to take informed decisions.</p> <p><u>Planning And Organisation</u> Manages time effectively to meet statutory and/or client service standards. Ability to gather relevant information from a variety of sources including loose-leaf and online.</p> <p><u>Communication</u> Ability to provide clear, accurate and relevant information in an effective manner. Written communication to include but not limited to drafting notices, court documentation, instructions to counsel, advice notes and reports. Verbal</p>		<p>Application / Interview</p>

	<p>communication to include but not limited to advocacy at courts and tribunals, appeal hearings, committees, and client meetings.</p> <p><b>CUSTOMER FOCUS</b> Understands and meets the needs of all customers by giving timely advice and through appropriate prioritisation of workload.</p> <p><b>WORKING COLLABORATIVELY</b> Ability to build effective working relationships both internally and externally. Encourages a culture of openness and honesty.</p> <p><b>INNOVATION, CHANGE AND CONTINUOUS IMPROVEMENT</b> Looks for and suggests innovative methods to improve working practices to maintain a high quality efficient legal service. Assist colleagues with their development through sharing best practice, procedure, legislative and case law updates. Ability to adapt to change.</p> <p><b>PERSONAL EFFECTIVENESS</b> Strives for continuous improvement. Manages self and develops own capabilities. Promotes a healthy and safe working environment. Ability to work on own initiative with drive and enthusiasm. Ability to work flexibly within a variety of situations and different areas of legal work.</p>	
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<b>Other requirements</b>	<p>Ability to travel throughout Hambleton and neighbouring authorities' districts</p> <p>Flexible approach to working hours in accordance with responsibilities of the job. For instance to accommodate urgent deadlines and court/tribunal appearances.</p>		<p>Application / Interview</p>
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