

JOB SUMMARY

Post Title	Senior Lawyer						
Job Family	<i>Business Support</i>	Pay Range	13	Line Manager to others?	No	Role profile ref	BS13
Service Area	<i>Social Care Legal Team</i>						
Line Manager	<i>Justin Thorne</i>						
Location	<i>Legal Services County Hall</i>						

<p>Job Purpose</p> <p>To advise officers on the application of the law in child care, education and or adult social care law to include representing the council in court/inquiries/tribunals to ensure that the council discharges its legal functions in a lawful manner and such other tasks as may be allocated by the Principal Lawyer for the range of work covered by the Social Care Legal Team</p>			
<p>Job Context (key outputs of team / role to provide some specific examples of role profile accountabilities)</p> <p>To develop and maintain a generic skills set that allows the Isle of Wight Council to employ your skills, abilities and experience across the council and its formal partnerships as needed including proactively seeking out updates in relevant statute case law and statutory guidance in the relevant area of work.</p> <p>To advise officers and members on all aspects of the law relating to child care law and or adult social care law.</p> <p>To personally represent and if necessary assist counsel to represent the council in court</p> <p>To advise council members and officers at all levels across the councils other directorates as required by the Principal Lawyer</p> <p>To advice on reports and governance issues and attend at such meetings and committees as required by the Principal Lawyer</p> <p>To provide day to day point of contact supervision and other management tasks for more junior members of staff including trainees, and to deputise for Principal lawyer in their absence or as directed.</p> <p>To proactively implement quality assurance and other systems across this service areas and the wider council</p> <p>To participate in any special projects as required by the Principal Lawyer.</p>			
Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable
Significant and substantial relevant experience of working in the service area / profession, with evidence of appropriate detailed and specialist knowledge of relevant systems, policies, regulations, professional guidelines and legislation.	Must have a thorough working knowledge of the legislative framework surrounding child care, education and or adult social care law	x	
Excellent knowledge of the service area, the authority and the interrelationships with other services and external agencies / partners including influencing factors.	<i>Must be fully conversant with the law and practice applying to adult social care law, child care law or education law</i>	x	

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Excellent analytical skills demonstrating evidence of the ability to identify and evaluate complex problems / issues and develop innovative solutions.	<i>Must be able to assimilate large quantities of information from relevant papers and then evaluate a number of different options before making cogent and persuasive submissions to assist council decision makers and during negotiations</i>	x	
Knowledge and experience of contributing to the development of policies procedures regulations and practices relevant to the role.	Must be able to analyse and offer constructive advice on the development and implementation of policies of the council including those arising from planning, property and regeneration.	x	
Proven initiative and judgement to identify, research and resolve problems together with experience of managing projects, and drafting policies which impact the area of specialism, IWC and wider partner relationships.	Must be able to take a good working knowledge of relevant statutes and case law and proactively apply these to the presenting issues to resolve problems cost effectively.	x	
Proven ability to cope with conflicting and changing demands through good time management and the ability to work under pressure.	Must be able to demonstrate excellent time management and robust prioritisation of tasks to ensure that resources are focused on the areas of greatest need.	x	
Excellent interpersonal, persuasion and negotiating skills, in order to influence outcomes critical to the organisation.	Must be an authoritative and persuasive speaker, able to rapidly assimilate information, weigh this appropriately in order to ensure that decision making is lawful and proportionate	x	
Excellent planning and organisational skills, with proven ability to prioritise and co-ordinate workloads, monitor and evaluate work, to ensure deadlines are achieved.	Must be able to work proactively with minimum supervision to manage a full case load ensuring that the council complies with all deadlines in litigation and projects outside the court arena.	x	
Excellent ICT skills - including use of Microsoft applications and specialist systems which support procedures and record keeping	Must be fully conversant with Microsoft word, spreadsheets and have experience of using a case management and time recording system.	x	

Qualifications

Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable
CFILEX, barrister or solicitor	<i>Must be a current qualified solicitor, barrister or CFILEX with rights of audience in the family court.</i>	x	
Professional registration will be required	<i>Successful candidate will be required to maintain current professional registration</i>	x	

Other Requirements

Organisation Structure (optional)
