

Post Specification

Date	May 2019
Post Group Number	PG6993
Post Title	Advocate
Job Family	Organisational Support
Job Family Role Profile	OS17
Final Grade	17

To be read in conjunction with the job family role profile

Service Area description	
Legal & Democratic Services.	
Purpose of this post	
To act as the technical specialist for advocacy representing the Council in courts and tribunals as required. To provide high quality, commercial and practical legal advice, in particular of a high level of complexity and corporate importance, to support the Council in achieving its lawful objectives and its corporate governance.	
Key job specific accountabilities	
To attend courts and tribunals in the role of advocate on behalf of the Council, including conducting advocacy in multi-day hearings as dictated by the court. 2. To personally conduct and manage, in accordance with the practice standards of Legal Services, a caseload of files, particularly of a more complex nature, for internal, and where appropriate external, customers, including the provision of representation in the courts, tribunals and at other bodies where required. 3. To provide legal advice to senior managers, officers and elected members on litigation matters relevant to the technical specialism of the role, including on strategy and tactics in complex litigation. 4. To assist the Team Leader in ensuring the provision of the most appropriate and cost effective method of meeting the customer's requirement for legal services, including co-ordinating the provision of services from within the team and across Legal Services and scoping, commissioning and managing external legal advisers. 5. To contribute to the management of Legal Services, including the implementation and maintenance of legal practice standards which comply with the requirements of the Solicitors Regulation Authority and where relevant Bar Standards.	
Please note annual targets will be discussed during the appraisal process	
Key facts and figures of the post	
Budget Responsibilities	• None
Staff Management Responsibilities	• None
Other	• None
Essential Criteria - Qualifications, knowledge, experience and expertise	

The generic qualifications, experience and skills required for the role are set out in the Role Profile Description OS5S.

Admitted as a solicitor and entitled to hold a practising certificate or holding a Bar Qualification with at least 3 years post qualification experience including multi-day advocacy in county and magistrates courts and tribunals.

For Solicitors, a right of audience in the high court or a willingness to acquire higher rights of audience within an agreed timescale.

Sufficient experience of advising on litigation strategy and tactics, preparing, managing and conducting court advocacy, to be able to advocate for the council in complex, single and multi-day hearings in the courts and other tribunals.

Disclosure and Barring Service – DBS Checks

- This post does not require a DBS check

Job working circumstances

Emotional Demands	• Emotional demands: those arising from conducting legal cases relating to the abuse of people and animals
Physical Demands	• Physical demands: lifting and handling of court bundles.
Working Conditions	• Working conditions: mainly office based “internally mobile” within the Council’s Agile Working policy. Travel to other offices within Cumbria as required. Travel to/from courts throughout Cumbria and beyond.
Other Factors	