

**Rochdale Borough Council
Person Specification**

Service :	Corporate	Post:	Litigation Lawyer
Section :	Legal Services	Post Number :	
Job Ref:		Grade:	9

Note to Applicants:

The *Essential Criteria* are the qualifications, experience, skills or knowledge you **MUST SHOW YOU HAVE** to be considered for the job.

The *How Identified* column shows how the Council will obtain the necessary information about you.

If the *How Identified* column says the **Application Form** next to an *Essential Criteria* you **MUST** include in your application enough information to show **how** you meet this criteria. You should include examples from your paid or voluntary work.

The Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects staff to share this commitment.

Criteria	Essential (E) or Desirable (D)	How Identified: AF Application Form I Interview A Assessment
(a) Special Working Conditions		
1. Ability and willingness to attend meetings out of normal office hours where necessary	E	AF & I
2. Willingness to travel	E	AF & I
(b) Qualifications and Experience		
3. Admitted and practising Solicitor, Barrister or (Fellow) CILEx with a current Practising Certificate	E	AF, I and production of Certificate at Interview
4. Experience of advising on a variety of local government matters in particular prosecutions and licensing matters	E	AF & I
5. Commitment to Continuous Professional Development, research and modern ways of working	E	AF & I
6. Advocacy and presentation skills with particular reference to:- (a) Court work including acting as advocate; (b) Attendance and advising at Committees and sub-Committees and other meetings with Elected Members in addition to meetings with officers and others; and (c) Experience of local authority legal advice work	E	AF & I
(c) Skills and Knowledge		
7. Ability to communicate effectively both orally and in writing and an ability to apply customer care principles on a day to day basis	E	AF & I
8. An understanding of the principles of working in a team and an ability to work as part of a team including supervising the work of junior colleagues to ensure the provision of an effective Legal Service	E	AF & I
9. Presentation skills including the provision of training and guidance to Officers and Elected Members	E	AF & I
10. Extensive and up to date knowledge of the legislation	E	AF & I

