



## Job Description

### Solicitor

Job Details	
Grade	5
Department	Legal
Reporting to	Senior Solicitor

#### Who Are We?

We are Birmingham Children's Trust.

'Working Together to make Birmingham the greatest city to grow up in.'

The sole purpose of Birmingham Children's Trust is to make a positive difference for children, young people and families in the city, by driving up the quality of practice and partnerships across the city and its services.

Every employee from Family Support and Social Workers to Finance and Legal, work together to make a positive difference to children, young people and families. We are one team, and each have an important role to play in achieving the Trusts objectives.

Birmingham Children's Trust Leadership team comprises of six Executive Directors who are responsible for leading and managing the Trust to be an autonomous and high performing organisation.

#### **Our Vision:**

Our vision is to build a Trust that provides excellent social work and family support for and with the city's most vulnerable children, young people and families.

We will do this:

- with compassion and with care.
- through positive relationships, building on strengths.
- in collaboration with children, young people, families and partners.
- by listening, involving and including.
- in ways that are efficient and deliver value for money.

Success will mean significant progress towards these outcomes:

- healthy, happy, resilient children living in families.
- families able to make positive changes.
- children able to attend, learn and achieve at school.
- young people ready for and contributing to adult life.



- children and young people safe from harm.

**Our Values:**

ONE TEAM

ACCOUNTABILITY AND RESPONSIBILITY

QUALITY AND INNOVATION

RELATIONSHIPS

HIGH SUPPORT HIGH CHALLENGE

**Key Responsibilities**

- To provide high quality legal advice and support in complex and sensitive cases to the Children's Trust
- To represent the Trust in public law proceedings including contested hearings to achieve the best outcome for the Children's Trust
- To work collaboratively, positively and creatively with all divisions within the Children's Trust to achieve the best outcome for the child.
- To carry out any such other duties as required by the role.
- To be responsible for and conduct case management of public law proceeding in relation to children
- To attend Legal Planning Meetings and other meetings as required
- To undertake advocacy on behalf of the Children's Trust in the Family Court including the High Court and be robust in presenting the case on behalf of the Children's Trust
- To actively contribute to the Trust's strategic objectives and business plan
- To undertake duty during office hours and out of hours duty
- To be committed to personal development and Investor in People principles.
- To give assistance to the Senior Lawyer/ Head of Legal with regard to the conduct of legal casework.
- To undertake such other tasks as may be allocated from time to time by the Senior Lawyer, Trust Solicitor or Head of Legal.
- To comply with the Trust's equal opportunities policy and other valuing diversity policies.



Key Information	
Is a Safeguarding Check needed?	<ul style="list-style-type: none"><li>• Not required</li></ul>
Will this position have Line Manager Responsibility?	<ul style="list-style-type: none"><li>• No</li></ul>

### Person Specification

Essential Criteria		
Method of Assessment (M.O.A): AF = Application Form; E = Work Based Exercise; I = Interview; P = Presentation; Q = Qualifications		
CRITERIA	Method of Assessment (M.O.A)	ESSENTIAL
Qualifications	AF/Q	Solicitor/Barrister/FCILEx with current Practising Certificate
Experience	AF/I	Must be able to demonstrate a working knowledge of the Children Act 1989, the Adoption and Children Act 2002 and relevant Statutory Guidance and Regulations.
Experience	AF/I	Must be able to demonstrate a working knowledge of the Public Law Outline
Skills & Ability	AF/I/P	An ability to communicate concisely and effectively both in writing and orally with good IT skills
Skills & Ability	I	An ability to work to tight court timescales in a pressurised environment.
Skills & Ability	I	An ability to manage a substantial caseload and work within conflicting priorities
Skills & Ability	I	An ability to respond effectively to urgent situations
Skills & Ability	I	An ability to handle sensitive



		situations with tact and diplomacy.
Skills & Ability	I	An ability to work as a member of a team and contribute positively to its development.
Skills & Ability	AF/I/P	Ability to demonstrate confident advocacy and drafting skills
Skills & Ability	AF/I/P	Ability to demonstrate competent case management skills in court /public law proceedings
Skills & Ability	I	Must have a commitment to customer care and work in partnership with all divisions within the Childrens Trust and external organisations
Skills & Ability	I/E	Must have proven organisational skills and attention to detail with sound problem solving skills
Skills & Ability	I	An ability to fulfil all spoken aspects of the role with confidence using the English Language as required by Part 7 of the Immigration Act 2016.
Training	AF/I	Evidence of continuous professional development as required by the Law Society, Bar Council and FCILEx
Practice Management	AF/I	Ability to understand and implement good practice management standards.
Other	AF/I	May be required to work outside or normal working hours as required or specified in the job description.
Other	AF/I	Must demonstrate an understanding of diversity and its impact on service delivery and the wider organisation

**At Birmingham Children's Trust, we are dedicated to safeguarding and promoting the welfare of children and young people. We expect our staff to create an environment and culture that promotes equality, diversity, and inclusion and advocate for anti-discriminatory practices and behaviours.**

