

WTB SOLICITORS LLP

SOLICITOR – FAMILY LAW: CARE / CHILDREN LAW

PERSON SPECIFICATION

WTB Solicitors LLP is based in south Manchester in modern offices. We have a vacancy for a family solicitor (children /care law) to join our dynamic team of five lawyers who specialize in care proceedings all of whom have a complex challenging high quality caseload.

The role is to conduct your own caseload of public and private law children matters; undertake own advocacy; you will be encouraged to specialise in children law; there may be domestic abuse proceedings to deal with. You will work with an increasing amount of autonomy; implementing any recommendations made by your supervisor following file reviews ensuring that these are dealt with promptly.

We do have some flexibility so if you have more PQE than mentioned or a following or would like to move to a larger department for support or to reduce hours to enable you to deal with other commitments then let us know.

Salary: Competitive Start date: Immediate

An application form can be obtained from Ms. J Killen joanne.killen@wtbsolicitors.com you should provide a CV and a short letter explaining your passion for children law.

Essential requirements

1. Legal experience and training:

- 1.1 Up to 2 year post qualification experience as a solicitor in family law focused on a full range of public and private law children matters (depending on experience), domestic abuse proceedings;
- 1.2 Excellent negotiation and written & oral communication skills
- 1.3 Experience of briefing Counsel and attending conferences
- 1.4 Experience of liaising with third parties such as expert witnesses, court officers etc.
- 1.5 Good knowledge of Legal Aid and Client Cost Management System.
- 1.6 Experience with privately paying clients and legally-aided matters.
- 1.7 A strong interest in conducting own advocacy
- 1.8 A clean valid practicing certificate

2. Practice skills:

- 2.1 Interviewing skills
- 2.2 Telephone skills
- 2.3 Time management skills
- 2.4 Ability to communicate clearly & effectively in English
- 2.5 Ability to prioritize own workload and to meet billing / time targets.
- 2.6 Ability to work as part of a team
- 2.7 Ability to network and promote the firm's services to others and generate a client following and work referrals for yourself and for the team
- 2.8 The ability to dictate letters and documents

3. Training:

- 3.1 Compliance with the Law Society's / SRA Continuing Competence requirements over the last 12 months
 - 3.2 Completion of appropriate study to keep knowledge of family/ children law & practice up to date
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4. Desirable requirements:

- 4.1 Experience in Word processing in Microsoft Word.
- 4.2 2.1 university degree classification
- 4.3 Experience of working within the Legal Aid Agency's Quality Mark Specifications and Civil Contract Specification
- 4.4 Experience of practice with multi-cultural client groups, including work with interpreters
- 4.5 Advocacy experience in the County and Family Proceedings Courts
- 4.6 Children Panel accreditation
- 4.7 Interest in marketing your own and the firms legal services