# **PERSON SPECIFICATION: PRINCIPAL PROPERTY, PLANNING & COMMERCIAL SOLICITOR POST REFERENCE: 107438**

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**

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| REQUIREMENTS | ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Educational/vocational/ occupational qualifications and/or training** * **Specific qualifications (or equivalents)** | * Professional qualification in Law (admitted as a Solicitor, (holding an unconditional Practising Certificate) or as a Barrister) (F) | * Degree in Law or related area. (F) * Management qualification – (NVQ4, CMS, DMS). (F) |
| * **Work or other relevant experience** | * Considerable experience of public law particularly that relating to planning, property and commercial law (F) * Experience in a management/supervisory capacity including allocating work and quality management. (F) * Experience of working in a multi-disciplinary team. (F) | * Working knowledge of the law and practice relating to litigation, environment & development, constitution & administrative law and corporate governance (F) (I) |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** | | |

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| * **Skills, abilities, knowledge and competencies** | * Influencing (I):-   - Rational persuasion  - Responsiveness   * Human Resources (I):   - Positive Regard  - Managing group processes  - Self Assessment  - Networking   * Leadership (I):   - Positive self image  - Logical thought  - Conceptualisation  - Initiative   * Self Managing (I):   - Stamina and adaptability  - Transferral learning  - Restraint  - Completer finisher   * Planning & Implementation (I): * Efficiency * Proactivity & development * Concern for standards * Results   Understanding of Local Government including corporate governance, performance management and related areas. (I) | tieodeo   * To be able to deliver a quality legal service through the provision of accurate and sound legal advice. (I) * To be able to positively influence and contribute to the development of the Council’s Legal Services, through its accreditation as a Lexcel practice. (I) * To develop and promote working practices with other key stakeholders, including partnering, for the benefit of the Legal Services Division. (I) * To assist and engage in the training and development of junior members of staff and the general monitoring of team members. (I) | |
| * + **General competencies** | * To be able to develop and implement systems to assist the development of the Legal Services Division. (I) * To be able to offer professional support to team members and be able to advise members and officers of the authority. (I) * Organisational competence (I) * Time management (I) * Team building (I) |  | |
| **ESSENTIAL / DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** | | |

**On-going Training Requirements**

The post holder will be required to undertake the following mandatory/essential training at the frequency indicated.

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| **Mandatory/Essential Training** | **Frequency** |
| Must comply with the relevant professional body’s requirements regarding continuing professional development. | Annually |

Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.