

## Person Specification



**Position:** Court of Protection and Mental Health Solicitor/CILEx **Salary:** £33 - £50k per annum (pro rata)

**Hours:** Full or part time hours considered

**Office:** Leeds

<b>Characteristics</b>	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<p>Qualified Solicitor or CILEx – 3 years+ PQE</p> <p>Law Society Mental Health Panel Accreditation</p> <p>LAA Supervisor Standard in the Category of Community Care or Mental Health or working towards meeting the standard</p>	<p>Law Society Mental Capacity (Welfare) Accreditation</p>
<b>Knowledge</b>	<p>A solid understanding of matters arising out of the Mental Capacity Act 2005 and relevant legal procedures</p> <p>Knowledge and application of the Mental Health Act 1983</p> <p>SRA Rules and Regulations</p> <p>Legal Aid Agency contract requirements</p>	<p>Knowledge and application of the Care Act 2014</p> <p>SRA Accounts Rules</p>
<b>Skills</b>	<p>Excellent client care skills</p> <p>Ability to work under pressure whilst meeting time and financial targets</p>	<p>Management and supervisory skills</p>

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Characteristics	Essential	Desirable
	<p>To be able to work as a team as well as on an individual basis</p> <p>Ability to manage own caseload</p> <p>Strong written and verbal communications skills</p> <p>Attention to detail</p>	
<b>Experience</b>	<p>3 years' experience in Mental Health, Court of Protection and/or the Community Care category of work</p> <p>Legal Aid Agency funding</p> <p>Own advocacy experience</p> <p>Experience of acting for clients from all backgrounds, including extremely vulnerable clients</p>	<p>Legal Aid Agency contract supervision</p> <p>Representing P through the Official Solicitor and/or another Litigation Friend and/or as Accredited Legal Representative (ALR)</p> <p>Use of computerised systems such as case management systems</p>
<b>Other Attributes</b>	<p>Ability to travel to other locations when required</p> <p>A demonstrable commitment to access to justice in our practice areas</p>	<p>Full UK Driving Licence preferable</p>