

Job Title:	Lawyer		
Department:	Law and Regulation	Section:	Legal Services
Reports to:	Head of Legal Services		
Grade:	Falkland Islands Government (FIG) Grade – B	Job Code:	TBC
Overall Purpose of the Role			
To assist the Attorney General, the Head of Legal Services and the other lawyers in the provision of an efficient and efficient legal service to the Government of the Falkland Islands and the Government of South Georgia and the South Sandwich Islands.			
Main Accountabilities:			
<ul style="list-style-type: none"> • The provision of accurate and timely legal advice across the Falkland Islands Government and the Government of South Georgia and the South Falkland Islands. • Deliver a substantial and varied personal workload providing advice to her Excellency the Governor, Executive Council, the Legislative Assembly, the Chief Executive and other senior officers on a wide range of subjects which may include public law and human rights, contracts and commercial, communications, customs and immigration, maritime and shipping, aviation, civil liability, employment, child and adult safeguarding, criminal and police, property and planning, environment, agricultural, mineral, and licensing. • Represent the Department on working groups, project boards and committees, to contribute to the formulation of Government Policy and to ensure such bodies operate in accordance with the law and constitution of the Falkland Islands. • Draft reports for the consideration and information of the Executive Council, and to provide legal comment on and legal implications on reports written by others. • Draft letters, documents, and letters of understanding/intent. • Appear as an advocate in the Islands criminal and civil proceedings as necessary, particularly to cover matters during the leave of specialist staff. • Instruct and manage counsel as necessary. • Conduct civil litigation (including arbitration/mediation). • Act as commissioner for Oaths and Notary Public. • Deputise effectively for the Attorney General and/or the Head of Legal Services as required. • Undertake any other duties assigned by the Attorney General; and/or Head of Legal Services. • Assist in policy development as necessary. <p><i>The job description is not an exclusive or exhaustive definition of your duties. You shall undertake such additional or other duties as may reasonably be required by FIG commensurate with your role and grade.</i></p>			

Additional Information

The Legal Services Team is based in an office in the centre of Stanley and consists of:

- The Head of Legal Services
- Crown Counsel (Property and Contracts)
- Crown Counsel (Criminal)
- Safeguarding & Civil Litigation Lawyer
- Equalities Lawyer
- Legal Policy Advisor
- Senior Legal Officer
- Business Manager

You must be prepared to acquire as quickly as possible a good working knowledge of the general laws of the Falkland Islands (including the Constitution, local primary and secondary legislation, and relevant UK legislation as it applies to the Falkland Islands), and to familiarise yourself with the functions of the Falkland Islands Government and, as necessary, the Government of South Georgia and the South Sandwich Islands.

Whilst both the law and court systems are based on English law and the English court systems, there are many unique elements which the job-holder will be required to grasp at an early stage.

Although this is primarily a generalised legal role, the nature of the team means that you must be prepared, where necessary, to assist with the provision of legal advice and representation in areas of law with which you may not be completely familiar.

You will not be required to undertake direct line management, but you will need to assist the Head of Legal Services in the supervision and development of any junior and support staff.

Criminal Records Check

All applicants for Government posts will be asked to disclose convictions upon application. Criminal records will only be considered for recruitment purposes when the conviction record is relevant. Having an 'unspent' conviction will not necessarily bar a candidate from employment. This will depend on the circumstances and background to the offence(s).

Any information given will be completely treated as confidential and will be considered only in relation to the post to which the application refers.

Failure by a candidate to reveal information that is directly relevant to the post applied for could lead to the withdrawal of an offer of employment.

Falkland Islands Government – Person Specification			
Person Specification:	Lawyer		
Criteria	Essential	Desirable	Assessment Method
Education, Qualifications & Training			
Admitted as a solicitor or called to the Bar in a Commonwealth County or in the Republic of Ireland	✓		A
Evidence of continuing continuous professional development	✓		A
Honours Law Degree		✓	A
Knowledge, Skills & Experience			
Qualified UK or Commonwealth Solicitor or Barrister with a minimum of five years post qualification broad based experience to include experience of the provision of legal advice to national or local government or another public services body	✓		A/I
Experience of working corporately in a complex, multi service organisation and effective involvement in corporate decision making	✓		A/I/P
Evidence of maintaining good working relationships with elected members and senior managers	✓		A/I
Evidence of taking a proactive approach to seeking to resolve issues on which advice and guidance is sought	✓		A/I
Evidence of being an effective member of inter-disciplinary teams/working groups/boards/committees on corporate matters	✓		A/I
Good time management skills	✓		A/I
Good verbal and written communication and presentation skills, with the ability to use plain English to explain complex matters in non technical jargon	✓		A/I/P
Good interpersonal skills with the ability to quickly gain the respect and confidence of others	✓		A/I/P
Computer Literate	✓		A/I
Ability to prioritise and meet tight deadlines	✓		A/I
Ability and resilience to work under pressure and to deal calmly with challenging situations	✓		A/I
Evidence of policy development experience		✓	A/I

Personal Attributes:			
Committed to confidentiality	✓		A/I
Willingness and confidence to work unsupervised and deal with/ contribute to matters outside of personal specialism	✓		A/I
Aligned with FIGs Core Values – Diverse, Professional, Resilient & Resourceful	✓		A/I/P
Willing to work outside normal working hours if required		✓	A/I
Note to Applicants: Please ensure that you demonstrate your ability to meet the requirements of the job in your application form by giving clear, concise examples of how you meet each criterion. Appointment is subject to proof of the attainment of any qualifications deemed essential to the post and used as a basis for short-listing and selection. Failure to provide evidence of the required qualifications will result in any offer of employment being withdrawn.			

Method of assessment:

A - Application Form I - Selection Interview P-Presentation R – Reference O – Other