

**PERSON SPECIFICATION – Solicitor (Family – Financial and Dispute Resolution)**

<b>Criteria</b>	<b>Essential</b>	<b>Desirable</b>	<b>How Assessed</b>
Qualifications	<ul style="list-style-type: none"> <li>• Qualified solicitor</li> </ul>	<ul style="list-style-type: none"> <li>• Other relevant achievements/ Qualifications e.g. Resolution specialist accreditation, family mediation accreditation, membership of panels relevant to the post.</li> </ul>	C.V. Certificates
Experience	<ul style="list-style-type: none"> <li>• Experience of full range of divorce and financial family work</li> <li>• Experience of court advocacy</li> </ul>	<ul style="list-style-type: none"> <li>• Supervision and training responsibilities</li> <li>• Involvement with professional family law organisations or local voluntary or business organisations</li> </ul>	C.V. Interview
Skills/Abilities/Knowledge	<ul style="list-style-type: none"> <li>• Detailed knowledge of family law</li> <li>• Ability to produce accurate work to tight deadlines under pressure.</li> <li>• Personal work planning and organisational skills</li> <li>• Ability to think clearly &amp; logically &amp; communicate</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to supervise the caseload of others effectively</li> <li>• Knowledge and understanding of our ethos</li> <li>• Active interest in what we do and how we do it – empathy &amp; understanding of problems faced by our</li> </ul>	C.V. Interview

	<p>clearly orally and in writing</p> <ul style="list-style-type: none"> <li>• Good command of written &amp; oral English</li> <li>• Ability to identify problems &amp; their solutions &amp; work on own initiative</li> <li>• Ability to manage own caseload</li> <li>• Effective use of IT</li> <li>• Exceptional client care skills</li> </ul>	clients	
Aptitude/Personal Qualities	<ul style="list-style-type: none"> <li>• Flexible approach to working conditions and working environment</li> <li>• Honesty, tolerance, common sense, energy and a good sense of humour</li> </ul>	<ul style="list-style-type: none"> <li>• Enthusiasm for embracing the new and unfamiliar</li> </ul>	C.V. Interview