

Job Description

Directorate:	Resources		
Service:	Legal, Governance & Registrars		
Location:	County Hall, Preston and working from home (depending on employee preference and business need) and subject to any future policy change Re: working practices.		
Salary range:	£44,711- £49,764	Grade:	10
Reports to:	Senior Lawyer	Staff responsible for:	N/A

Job purpose and scope

- Advising internal clients and liaising with other third parties and the provision of advice on all aspects of commercial property work.

Accountabilities/Responsibilities

- Manage a complex commercial property caseload, involving all aspects of commercial property work.
- Provide technical legal advice on commercial property matters to a range of internal stakeholders.
- Draft and negotiate complex legal documents relating to a wide range of commercial property transactions and advise both in writing and orally on law and practice relating to the structure of such transactions and commercial property law.
- Apply commercial property law and knowledge to achieve the council's aims and objectives whilst having regard to council policies, practices and systems.
- Such other duties and responsibilities of a similar grade and nature as may be required.

Other

- **Equal Opportunities**
We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.
- **Health and safety**
All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

- **Customer Focused**

We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

- **Safeguarding Commitment**

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.

- **Skills Pledge**

We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualification in literacy and numeracy if they do not have one already.

Our Values

We expect all our employees to demonstrate and promote our values:

- **Supportive**

We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.

- **Innovative**

We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.

- **Respectful**

We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.

- **Collaborative**

We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone.

Person Specification

All the following requirements are essential unless otherwise indicated by *

Your ability to meet the job requirements will initially be assessed by the information provided on your application but further assessment will be undertaken at interview and, in some cases, by using other types of assessment(s).

Qualifications

- Admitted as a Solicitor or called to the Bar or be a Chartered Legal Executive.

Experience

- Developed post qualification experience in commercial property, together with up to date and authoritative knowledge of commercial property law and transactions.
- Working within the public sector*.
- Dealing with the property aspects of CPOs*.
- Dealing with property litigation*.

Essential knowledge, skills & abilities

- Strong work ethic and professional attitude.
- Comprehensive knowledge of commercial property law.
- Ability to communicate effectively, orally and in writing, in particular on law and practice relating to commercial property law and the structure of transactions.
- Ability to draft and negotiate complex legal documents relating to a wide range of commercial property transactions.
- Proven ability to implement and deliver complex and challenging solutions which are consistent with existing, new or evolving policy/procedure.
- Ability to plan and organise a range of complex activities and priorities within a focused area of service.
- Ability to provide support and supervision for junior staff
- IT skills including ability to use MS Office suite of applications (including MS Teams) and experience of using case management system.
- Excellent research skills.
- Ability to work on own initiative.
- Comprehensive knowledge of local government and public law.

Other essential requirements

- Commitment to equality and diversity.
- Commitment to health and safety.

- Display the LCC values and behaviours at all times and actively promote them in others.
- This is an essential car user post*
You will be required to provide a car for use in connection with the duties of this post and must be insured for business use. In certain circumstances consideration may be given to applicants who, as a consequence of a disability, are unable to drive