

Job Description

Directorate:	Resources		
Service:	Legal and Governance		
Location:	County Hall, Preston		
Salary range:	£46,142 - £51,356	Grade:	10
Reports to:	Senior Lawyer	Staff responsible for:	N/A

Job purpose and scope

- Advising internal clients on all aspects of Education matters.

The Lancashire Mindset

Here at Lancashire County Council, we are helping to make Lancashire the best place to live, work, visit, and prosper. To help us achieve this, we have introduced the Lancashire Mindset: Growth, Ownership, Optimism, and Positive Impact. Adopting this mindset across the entire organisation not only brings our values to life but also emphasises the collective commitment to delivering the best for the people of Lancashire.

The Lancashire Mindset serves as a guiding force for a culture rooted in growth, ownership, optimism, and the commitment to making a meaningful positive impact.



Accountabilities/Responsibilities

- Providing legal advice to the council's Education Department on all aspects of education law and practice with a focus on Judicial Review challenges in respect of Special Educational Needs provision, including funding challenges.
- Providing advice in respect of the Councils Education policies and general practice.
- Providing advice to schools under a service level agreement. Advice can involve but is not limited to parental disputes, contact queries, Disability Discrimination Claims, land and property queries.
- Drafting legal responses, including defences.
- Drafting Court applications.

- Instructing counsel where required.
- Undertaking advocacy.
- 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

- Working within this area of law (Education) on behalf of local authorities or in private practice*.
- Providing legal advice across different operational areas within Education services, applying public law principles to ensure lawful and robust decision making.
- Experience of advising on complex issues involving statutory duties, policy development, and governance, particularly where operational activity is undergoing change and challenge.

Essential knowledge, skills & abilities

- Strong work ethic and professional attitude.
- Ability to communicate effectively, orally and in writing, on law and practice relating to education, with various stakeholders including other local authorities, health professionals and counsel.
- Ability to work under pressure and with limited supervision.
- Proven ability to implement and deliver complex and challenging solutions which are consistent with existing, new or evolving policy/procedure.
- Effective networking skills with a wide range of staff and external organisations.
- Demonstrative knowledge of the application, principles, theory and practice of the specialist area of responsibility.
- Ability to apply technical/specialist judgement to ensure service area objectives are achieved.
- Ability to plan and organise a range of complex activities and priorities within a focused area of service.

- IT skills including ability to use MS Office suite of applications.

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.