

# Job description

## Senior Barrister

<b>Department:</b>	<b>Insurance and Public Risk - Government, Regulatory and Advocacy</b>
<b>Team:</b>	<b>BJ Barristers</b>
<b>Reporting to:</b>	<b>Supervisor</b>
<b>Office:</b>	<b>Birmingham</b>

We are a national law firm offering a unique collection of specialisms across the commercial, public, health and insurance sectors, with offices in Birmingham, Exeter, London, Manchester and Nottingham. We have long-standing relationships with an impressive range of clients and aim to truly understand their needs to deliver an exceptional service which exceeds their expectations and makes their life easier. We endeavour to be the best regional firm as measured by quality, client engagement and satisfaction and people retention and development. We believe that, as a truly inclusive employer, we will be able to collaborate more effectively and, by bringing diverse perspectives to our work, create a culture where difference is valued, delivering the best possible service to our broad client base. We also strive to create meaningful personal and professional development opportunities and offer flexible working in support of a good work-life balance.

### **Why is this role important and how does it fit into the team, department & wider firm?**

We have one of the strongest in-house advocacy teams specialising in civil litigation, inquest, court of protection and regulatory work in the Midlands, with a client base that encompasses the length and breadth of the country. This is an excellent opportunity to become part of an established and successful team of barristers; supporting the expansion and development of Browne Jacobson Barristers. You will have the opportunity to be involved in marketing and growing the practice, in addition to conducting day to day advocacy before civil, regulatory and coronial courts, at inquests and tribunals and hearings before the court of protection.

You will be expected to take on responsibility for your own caseload from the outset but will form part of the team with the necessary supervision, training and support to maximise your potential. You may also be involved in supervising work undertaken by junior lawyers and pupil barristers who are available to assist you.

You should possess the following:

- a current background practicing in civil law or previous experience of civil law

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- experience of regulatory work whether prosecuting or defending

### **What does the role actually involve?**

To provide an effective advocacy service. You will be expected to work to a competent level for a barrister of your seniority in:

- Preparing for primarily regulatory but also civil, inquest and court of protection proceedings at all levels, including preparation of statements of case, skeleton arguments, application notices, appeal notices, position statements and all advocacy related documentation
- Ability to negotiate, prepare court documents and attend court hearings
- Ability to advise colleagues of the firm on procedural matters
- Conducting advocacy in civil courts, court of protection, coronial court, regulatory tribunals, and other proceedings
- Ability to monitor critical dates and ensure compliance
- Ability to master an understanding of systems and procedures with attention to detail and ability to explain and advise clients on those procedures
- Ability to think laterally in order to consolidate and build on a wide range of disciplines

You would also be expected to:

- Manage your own advocacy unit case load and supervise junior fee earners
- Attend a range of hearings, from application/case management directions to inquests, tribunals and trials
- Undertake all forms of legal research to inform case preparation and develop lines of argument and putting together appropriate supporting material in a clear manner
- Deputise for the partners in the team where required, particularly in relation to formal supervision of junior colleagues
- Undertake formal line management of junior fee earners
- Undertake timely and organisational administrative tasks to ensure that cases are conducted efficiently and to meet service level requirements
- Prepare for mediation discussions and other settlement/compromise opportunities and meetings
- Maintain clear records of all hearing/meeting commitments both personally and where dealing with cases on behalf of colleagues of the firm
- Enthusiasm for the provision of marketing support and growth and development of the BJ Barristers e.g. presenting seminars, writing copy and reports, updating literature etc.
- Commitment to record time promptly and meet financial goals with a good track record in achieving both targets

### **What technical skills are required for someone to be successful and enjoy the role?**

- Familiarity with IT (Microsoft Office, Excel), together with experience of relevant case management systems
- Competency with using all Virtual platforms for court hearings
- Familiarity with online and library research facilities
- Ability to master an understanding of systems and procedures with attention to detail and ability to explain and advise clients on those procedures

### **Who would be a good fit for this role?**

As part of the team, you would be expected to have the following skills and experience:

- A team player with high levels of personal commitment and initiative whilst also able to supervise others and delegate work
- Be flexible, ambitious, focused, results oriented and keen to take responsibility and develop the business
- Have a strong academic background and be experienced in the preparation of court documents
- An effective communicator able to establish and maintain harmonious and professional relationships with clients and colleagues
- Good organisational skills; able to manage own time effectively whilst maintaining a positive team spirit at all times
- Attention to detail vital but tempered by a commercial approach
- To keep up to date with legal developments by reading monthly law reports and journals
- Willing to spend time if required in our other offices