



Derbyshire Constabulary

Job Description

INTEGRITY

RESPECT

PERFORMANCE

RESPONSIBILITY

INNOVATION

Closing Date	2355hrs, Friday 15 th November 2017 Please note late applications will not be accepted
HR Service Centre Contact	recruitment@derbyshire.pnn.police.uk External 0300 122 8900
Role Title	Solicitor (Employment)
Grade and Salary	Scale L-M £34,440- £44,454 Pro-Rata (career progression scheme applies). Successful applicants would normally be appointed on the bottom of the salary grade. Exceptions may apply.
Hours	1 x 22 hours per week, 12 months Fixed term Covering for Maternity Leave
Suitable for job share or part time	Yes
Department or Division	East Midlands Police Legal Services
Location	Solicitor (Employment) based at Force HQ, Ripley, Derbyshire , will be required to travel throughout the counties of Derbyshire / Nottinghamshire / Leicestershire / Northamptonshire / Lincolnshire.
Post Reports to	Head of Legal Services
Other Considerations	All successful applicants will be required to submit themselves for drug testing in line with Derbyshire Constabulary's Drug Policies. Please note that, due to the nature of security checks undertaken, applicants must have 3 years continuous residency in the UK up to the date of the application and Home Office approval for indefinite leave to remain within the UK. Travel is required and the relevant allowances are payable. Access to transport is required to travel across the county.

Please note that applicants who are subject to the terms and conditions of the Re-organisation, Redeployment and Redundancy policy (internal Police Staff policy) will be prioritised in the process should they choose to apply.

EQUALITY COMMITMENT

Derbyshire Constabulary is committed to the principles of Equality, Fairness and Diversity, and we welcome applications from all sections of the community in our efforts to recruit a diverse and flexible workforce that reflects the communities we serve.

As part of our commitment to equality, all applicants with disability who meet the essential criteria for any police staff post will be invited to interview.

Derbyshire Constabulary offers a range of benefits including a local government pension scheme, Specsavers eye care vouchers, child care vouchers as well as a staff discount scheme called 'My

Extras'. This covers a wide variety of retailers and includes discounts & cashback. My Extras also provides discounted gym membership and a healthcare cashplan. This scheme however is non contractual and the force does reserve the right to withdraw or change the terms of the scheme.

Purpose and Description of Role:

The post-holder will work within the East Midlands Police Legal Services Unit providing legal advice and representation on a wide range of issues affecting the Forces. The post-holder will be expected at all times to work to uphold the values of the Forces.

Specific Role Responsibilities:-

- To uphold the Force's Values of Performance; Innovation; Responsibility; Respect; Integrity

Skills & Experience required:-

Essential:

- Professional legal qualification as a Solicitor or Barrister
- Previous experience in the following areas of legal work

Employment: advice and representation on matters pertaining to employment and HR; representing the organisation in the Employment Tribunal principally in respect of claims under the Equality Act 2010 and Employment Rights Act 1996.

Desirable:

- Higher Rights Advocate

Derbyshire Constabulary, Nottinghamshire Police, Northamptonshire Police, Leicestershire Police and Lincolnshire Police are committed to equal opportunities and welcomes applications from suitably qualified people from all sections of the community in an effort to reflect the diversity of the community we serve. As part of this commitment, all applicants with a disability who meet the essential criteria for any police staff post will be invited to interview.

Successful applicants will be employed by Derbyshire Constabulary. The Constabulary can offer a range of benefits including a final salary pension scheme, flexible working and childcare vouchers.

Please use the attached application form to register your interest in this role. CV's will not be accepted but additional sheets can be attached to the application form to ensure you capture your relevant experience and skills.

PERSONAL QUALITIES

You will be assessed for appointment against the following personal qualities, the job description and the force values. Derbyshire Constabulary's staff are assessed against these qualities.

Decision Making	Assimilates complex information quickly, weighing up alternatives and making sound, timely decisions. Gathers and considers all relevant and available information, seeking out and listening to advice from specialists. Asks incisive questions to test facts and assumptions, and gain a full understanding of the situation. Identifies the key issues clearly, and the inter-relationship between different factors. Considers the wider implications of different options, assessing the costs, risks and benefits of each. Makes clear, proportionate and justifiable decisions, reviewing these as necessary.
Leadership	<p>Leading change Establishes a clear future picture and direction for the operational unit, focused on delivering the force vision and strategy. Identifies and implements change needed to meet force objectives, thinking beyond the constraints of current ways of working, and is prepared to make radical change when required. Thinks in the long-term, identifying better ways to deliver value for money services that meet both local and force needs. Encourages creativity and innovation within the operating unit.</p> <p>Leading people Inspires people to meet challenging organisational goals, creating and maintaining the momentum for change. Gives direction and states expectations clearly. Talks positively about policing and what it can achieve, building pride and self-esteem. Creates enthusiasm and commitment by rewarding good performance, and giving genuine recognition and praise. Promotes learning and development, giving honest and constructive feedback to help people understand their strengths and weaknesses, and invests time in coaching and mentoring staff.</p> <p>Managing performance Creates a clear plan to deliver operational unit performance in line with force strategy and objectives. Agrees demanding but achievable objectives and priorities for the operational unit, and assigns resources to deliver them as effectively as possible. Identifies opportunities to reduce costs and ensure maximum value for money is achieved. Highlights good practice and uses it to address underperformance. Delegates responsibilities appropriately and empowers others to make decisions. Monitors progress and holds people to account for delivery.</p>
Professionalism	Acts with integrity, in line with the values and ethical standards of the Police Service. Delivers on promises, demonstrating personal commitment, energy and drive to get things done. Defines and reinforces standards, demonstrating these personally and fostering a culture of personal responsibility within the operational unit. Asks for and acts on feedback on own approach, continuing to learn and adapt to new circumstances. Takes responsibility for making tough or unpopular decisions. Demonstrates courage and resilience in difficult situations, defusing conflict and remaining calm and professional under pressure.
Public Service	Promotes a real belief in public service, focusing on what matters to the public and will best serve their interests. Ensures that all staff understand the expectations, changing needs and concerns of different communities, and strive to address them. Builds public confidence by actively engaging with different communities, agencies and strategic stakeholders, developing partnerships and ensuring people can engage with the police at all levels. Understands partners' perspectives and priorities, and works co-operatively with them to deliver the best possible overall service to the public.
Working with others	Builds effective working relationships with people through clear communication and a collaborative approach. Maintains visibility to staff and ensures communication processes work effectively throughout the operational unit. Consults widely and involves people in decision-making, speaking to people in a way they understand and can engage with. Treats people with respect and dignity regardless of their background or circumstances, promoting equality and the elimination of discrimination. Treats people as individuals, showing tact, empathy and compassion. Sells ideas convincingly, setting out benefits of a particular approach, and striving to reach mutually beneficial solutions. Expresses own views positively and constructively, and fully commits to team decisions.