



JOB DESCRIPTION

Job Title	Lawyer		
Service	Legal		
Reporting to			
Grade	9		
Evaluation ref:	RP292	Job Family ref:	
Role Purpose			
<p>The Lawyer provides effective legal advice and support to Somerset Council, ensuring the Council's activities are legally compliant and risks are managed appropriately. The postholder manages a caseload of legal matters, working collaboratively with colleagues and clients to deliver high-quality legal services.</p> <p>The role involves advising on a range of legal issues, drafting legal documents, and representing the Council as required. The Lawyer will contribute to the continuous improvement of Legal Services and support the achievement of the Council's objectives.</p>			
Accountabilities			
<p>Provide clear and accurate legal advice to officers, elected members, and committees.</p> <p>Manage a caseload of legal matters, ensuring timely and effective resolution.</p> <p>Draft, review, and negotiate legal documents, contracts, and agreements.</p> <p>Represent the Council in legal proceedings, tribunals, and hearings as required.</p> <p>Support the development and delivery of training for clients and colleagues.</p> <p>Maintain up-to-date knowledge of relevant law and practice.</p> <p>Build effective working relationships with internal and external stakeholders.</p> <p>Contribute to service improvement and innovation within Legal Services.</p> <p>Ensure compliance with professional standards and statutory obligations.</p> <p>Promote the Council's values and customer-focused approach.</p>			



JOB DESCRIPTION

Knowledge / Experience / Skills		
	Essential	Desirable
Knowledge		
Good knowledge of local government law and practice.	X	
Understanding of the public sector context.	X	
Demonstrable knowledge of researching areas of law and presenting them in clear and understandable terms to clients.	X	
Knowledge of a specialist area of law relevant to the Council's functions.		X
Experience		
Post-qualification experience as a solicitor, barrister, or legal executive.	X	
Experience of managing legal matters and providing advice.	X	
Demonstrable ability to draft all necessary legal, transactional and other formal documentation.	X	
Experience of working in local government or the public sector.		X
Qualifications / Registrations / Certifications		
Qualified Solicitor or Barrister (Supreme Court of England and Wales/English Bar) or Fellow of the Institute of Legal Executives or equivalent relevant qualification with relevant experience.	X	
Skills		
Effective communication and interpersonal skills.	X	
Ability to manage workload and meet deadlines.	X	
Taking responsibility for delivering own work and meeting agreed work objectives, working to local frameworks and guidelines.	X	
Being part of the local and larger team and supporting these teams to achieve their work goals.	X	
Ability to act as an advocate before courts, tribunals, public inquiries or other hearings to successfully represent the Authority's position at trial or other setting dealing with contested matters.	X	
Delivering information clearly and succinctly to others in the council, partnerships, external organisations and to clients.	X	
Employing suitable interpersonal skills and being able to communicate at all levels.	X	

JOB DESCRIPTION

Being able to use numerical and statistical data accurately to influence others where appropriate.	X	
Being able to devise solutions to legal problems.	X	
Identifying and evaluating risks systematically, communicating information to enable appropriate and timely action; recognising situations where risk may be justifiable.	X	
Working Conditions		
Dimensions of the role		
<p>Manages a personal caseload of legal matters.</p> <p>May provide advice to specific service areas or projects.</p> <p>Works collaboratively with colleagues and clients.</p>		
Working Arrangements		
Somerset Council's Dynamic Working Strategy will be applied to this position.		
Corporate Accountabilities		
<p>Ensure compliance with all relevant legislation, organisational policy, and professional codes of conduct to uphold standards of best practise.</p> <p>Deliver the aims of the council's equality, diversity and inclusion policies; health, safety and wellbeing of self and others; and Organisational values in everything you do, ensuring team members are also aware of their responsibilities and maintaining their understanding that Equality and Diversity practice covers both interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all.</p>		

Date: 23/01/2026