
Job description

Associate (Barrister)

Department:	IPR
Reporting to:	Supervisor
Office:	Nottingham or Manchester

At Browne Jacobson, we've always worked across business and society, and this expertise sets us apart. Social and environmental impact are at the top of our business agenda. We champion fairness, make the complex simple and forge connections between clients to find creative solutions. This is how we improve outcomes for every person, community and business we serve.

With offices in Birmingham, Cardiff, Dublin, Exeter, London, Manchester and Nottingham, we're a UK & I based law firm with an international reach. Our sectors include: health and life sciences; real estate and construction; education; energy and infrastructure; financial services; government; insurance; manufacturing and industrials; and retail, consumer and logistics.

We nurture talent at all levels and from every background and celebrate what makes people individuals. Law needs all voices to reflect the society it serves which is why all qualified applicants will receive consideration for employment without regard to race, colour, national origin, religion, gender, gender identity, sexual orientation, disability, social economic background or age.

We're a Disability Confident Employer and will offer an interview to disabled applicants who best meet the minimum/essential criteria for the role.

We strive to create meaningful personal and professional development opportunities and offer flexible working in support of a good work-life balance. We focus on wellbeing and individuality, so that all our people can thrive.

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

We are a full-service in-house chambers, with a presence in every office throughout the United Kingdom. We have one of the strongest in-house barrister teams, receiving instructions to extend our current advocacy practice in Education, Health, Employment, Civil Litigation, Social Care & Family, Environment, Planning and Local Government. Throughout, we are acting as counsel on behalf of our clients in high profile, complex and significant court and tribunal matters.

This is an excellent opportunity to become part of an established and successful team of barristers, who are vibrant and passionate about the work we are instructed on. Professionally clerked, 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 assistant advocates and pupil barristers who are available to assist you, in addition to conducting day to day advocacy before civil and coronial courts, and regulatory, employment and educational tribunals.

What does the role actually involve?

- Preparing for civil proceedings at all levels (subject to audience rights), including preparation of statements of case, skeleton arguments, application notices, appeal notices and all advocacy related documentation
- Ability to negotiate, prepare court documents and attend court hearings
- Ability to advise colleagues of the firm and their clients on procedural matters
- To conduct advocacy in civil courts at all levels (subject to audience rights), inquests, tribunals, public inquiries 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
- Manage your own case load suitable for the direct engagement of a barrister
- 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
- 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 Browne Jacobson barristers team 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?

- Experience in the fields of broad civil, education, employment, regulatory and inquests is desirable
- Familiarity with IT (Microsoft Office), together with experience of relevant case management systems
- 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
- Have good organisational skills and be 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