Candidate Information

Senior Solicitor (Employment)

(Ref: SSEmp-10-26)

Contents

Foreword from CEO	Page 3
Background information	Page 4
About the role	Page 5
General candidate information	Page 6
How to apply	Page 7
Job description	Page 8
Person specification	Page 11
Our vision, mission & values	Page 13

Foreword from CEO

Thank you for considering developing your career at the Law Centre.

The Law Centre (LCNI) is a regional not-for-profit legal organisation working across all communities in Northern Ireland, in pursuit of our vision of a more just and equal society. Our mission is to use the law to change people's lives.

Specialising in social security, asylum, immigration and employment law we seek to address inequality, tackle poverty and improve access to justice for those who need it most.

For almost 50 years, LCNI has delivered meaningful, impactful outcomes in all our areas of work. You can read more about our impact over the last year here: **https://heyzine.com/flip-book/f07ceceddb.html**

By joining LCNI you will be part of a highly respected social justice organisation. Working within a supportive and collaborative team you will have the opportunity to make a real and lasting impact . Our work is deeply rewarding. You will have the opportunity to contribute to shaping the social justice landscape in NI, contribute to work that directly improves people's lives and gain excellent opportunities for personal growth and development .

If you share our commitment to social justice and have the skills, enthusiasm and determination to make a positive impact please consider an application - we'd love to hear from you.

Julie Wilkinson
Interim Chief Executive Officer

Background to the Law Centre

Thank you for your interest in joining Law Centre (NI). Law Centre NI (LCNI) is an award-winning organisation and for 49 years, LCNI has been using the law to drive change in Northern Ireland. We are constantly innovating, working in communities, and using the law to transform people's lives. We are fiercely independent and unrelenting in our pursuit of justice. With a strong track record of strategic litigation and policy advocacy we make change through a unique blend of legal, training, education, community engagement and policy advocacy work.

The Law Centre's work is focused primarily on three distinct key projects.

- The ***Migration Justice Project*** works with asylum seekers, refugees and victims and survivors of trafficking and domestic abuse to uphold their legal rights and campaigns for a fairer and more humane immigration system. We lead the Refugee and Asylum Forum, a network of organisations with direct experience of providing support and services to asylum seekers and refugees. Our policy advocacy and influencing work draws heavily on our community engagement and our legal expertise, so decision makers know and understand the impact of how law and policy is working on the ground.

- The ***Social Security Rights Project*** works to tackle poverty across Northern Ireland by ensuring that the social security system provides an effective safety net for people when they need it most. Through strategic litigation, the project has been at the forefront of significant legal and policy developments, achieving outcomes that have improved the lives of many people both within Northern Ireland and beyond. As a specialist second-tier support organisation, we strengthen the advice sector by providing expert legal support through our adviser helpline, comprehensive legal resources, and high-quality training on all aspects of social security law. Our work helps build the knowledge, confidence and capacity of frontline advisers supporting some of the most vulnerable members of our communities. We play a key role in influencing social security policy and have helped secure a number of successful policy outcomes to strengthen the welfare system and mitigate the risk of welfare reform.

- The ***Employment Rights Project*** supports workers across Northern Ireland to challenge unfair working practices and uphold their employment law rights. Our team provides a dedicated employment law advice line, providing free and confidential advice to workers. We provide legal representation to claimants at the Employment Tribunal in Northern Ireland and produce regular public legal education resources to empower people to understand their legal rights. As a regional support organisation, we provide specialist employment law advice and practitioner led training to the Northern Ireland advice sector. We also

contribute to the development of employment law and policy in Northern Ireland with our policy advocacy work.

Law Centre NI work is supported by both government funding and a range of philanthropic foundations. Our work is Lexcel-accredited and regulated by the Immigration Advice Authority (IAA). The Law Centre is registered with the Charity Commission NI and is governed by a Board, all of whom give their time and expertise freely in support of our mission.

About the role

This role provides an excellent opportunity for an experienced senior solicitor to join our Social and Economic Justice team.

Specialising in employment law, you will be LCNI's lead employment law expert responsible for managing and leading a team of existing legal professionals, apprentices and trainees to deliver LCNI's employment rights service.

As an experienced employment law solicitor, you will provide legal advice, casework and representation to individuals who are experiencing injustice, disadvantage or exploitation in the workplace. You will also use your legal expertise to drive meaningful and lasting change beyond individual client outcomes by prioritising cases of strategic importance. Further, by working collaboratively with a team of policy colleagues, you will support our advocacy efforts to bring about a fairer more equitable employment legal framework through legislative and policy change.

Recognising that economic justice extends beyond employment rights, this role is a unique opportunity to work across the intersection of social security, employment rights and immigration law to further LCNI's vision of a just and equal society.

General Candidate Information

The successful candidate will be expected to take up post as soon as practicable, and within 3 months of offer. The successful candidate will be subject to a probationary period of 6 months which may be extended in accordance with LCNI policy.
Holiday entitlement is 24 days annually, building to a maximum of 30 days. This is in addition to 14 statutory and other days. The leave year runs from April – March.

We're looking for a committed, enthusiastic and skilled professional who shares our values and our commitment. If that sounds like you and you're self-motivated with the passion, skill and resilience to support our work for some of the most disadvantaged people, we'd love to hear from you. If you would like to have an informal discussion to find out more about LCNI or this post, please contact us at humanresources@lawcentreni.org and we'll get in touch.

Benefits are:

- 35 hour working week;
- Opportunity to be part of making change happen;
- Access to career enhancing training opportunities;
- Flexible working arrangements;
- Employee Assistance Programme;
- Health & Wellbeing Initiatives;

How to Apply

Please note the following important information about the application process:

- Please complete the application form **in full**. You should ensure that you give examples that **demonstrate** how you satisfy the relevant criteria, including relevant dates. CVs will not be considered.

- Please ensure that you remain within the word limit specified. Any excess will be disregarded by the panel.

- Please return your application form as a **Word** document by email to the email address specified in the application form. Please also return a completed monitoring form as directed.

- Applications received after the closing date will not be considered.

- Applications should be submitted by email to: humanresources@lawcentreni.org by the closing date.

- We will communicate with candidates by email so candidates should ensure that they regularly check their inbox.

- The panel reserves the right to enhance the criteria as appropriate in the event of a large volume of applications.

- Please be advised that further appointments may be made from this competition should similar posts arise within the next 12 months.

Closing date for receipt of applications: **Friday 20th November 2026 at 12.00 noon.**

Interview date: **Monday 30th November 2026.**

In the event that a candidate is invited to interview and is unavailable on the proposed date and time due to reasons beyond their control, the panel may try to accommodate an alternative arrangement subject to their own availability, although this is not guaranteed unless an adjustment is required in accordance with the Disability Discrimination Act 1995.

We are an equal opportunities employer. We welcome applications from all suitably qualified persons. However, as Protestants are currently under-represented in our workforce, we would particularly welcome applications from the Protestant community.

Job Description

Job Title	**Senior Solicitor (Employment)**
Location	Law Centre NI, Belfast
Salary	PO4 £44,711 - £47,754 + 5% employer pension contribution (pro rata)
Post	(28 hrs per week)

Job purpose

The Senior Solicitor (Employment) plays a key role within LCNI's Social and Economic Justice team. You will have expert knowledge in employment law and will be responsible for leading, developing and managing a team of legal professionals to deliver a high-quality employment rights service. You will identify and pursue cases of strategic interest and will seek to use the law to contribute to improve social and economic outcomes for the people of NI.

MAIN DUTIES

Legal Services

- To be the organisation's expert solicitor on employment law and to be responsible for leading on the delivery of LCNI's Employment Rights Service

- To be responsible for leading on the delivery of a high-quality employment legal advice, casework and representation service delivered through different means including telephone, clinics and outreach.

- Lead, line mange, develop and grow a team of specialist employment legal advisers and caseworkers within LCNI's Social and Economic Justice team, including supporting trainee solicitors, advisers and volunteers.

- Contribute to the development and implementation of LCNI's casework strategy.

- Ensure compliance with regulatory and quality standards including Law Society of NI and Lexcel standards.

- Monitor performance of the legal team in accordance with funder and

organisational requirements, ensuring team and individual objectives are achieved.

- Identify the employment legal needs of the voluntary and community sector and develop high-quality legal information resources and training programmes that will support this.

- Produce and quality assure public legal information in the area of employment law including briefings/legal information papers and other written material for publication.

Strategic litigation

- Identify and lead on pursing strategic litigation cases that bring about wider systemic change.

- Manage a caseload, initiating and conducting litigation and representing LCNI clients before the Tribunal and other courts in accordance with LCNI's casework strategy.

- Advocate for evidence-based legislative and policy change that draws on LCNI's legal expertise and provide oral and written evidence as required to bodies such as Stormont's Committee for the Economy.

- Promote the work of LCNI's Social and Economic Justice team by contributing to external communications and engagement including media.

Organisational development

- Provide expert advice and guidance on employment matters to the Social and Economic Justice team, Senior Leadership team and make recommendations where required to support decision-making processes.

- Work collaboratively across teams and promote knowledge sharing across LCNI to contribute to overall organisational objectives.

- Develop and maintain effective working relationships with relevant stakeholders and represent LCNI externally.

- Contribute to the development and delivery of training as required.

- Contribute to the recruitment and selection of staff.

- Contribute to funder monitoring reports.
- Contribute positively as a member of LCNI's management team.
- Contribute to the development and growth of the Social and Economic Justice team to support sustainability.

PROFESSIONAL DEVELOPMENT/RESPONSIBILITIES

- Maintain and develop expertise, continuously building reputation and recognition as a NI expert on employment law.
- Identify training and professional development needs including CPD requirements in consultation with line manager.

OTHER DUTIES

- Attend and report to LCNI Board as required.
- Be available to work outside standard business hours on occasion to meet the demands of the role.
- Undertake such other duties as may be required from time to time.

As this post involves work with vulnerable adults, LCNI will offer the post subject to a satisfactory vetting report from Access NI.

*NOTE: this JD will be subject to review from time to time in line with the changing needs of the organisation.

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October 2026

Person Specification

Senior Solicitor (Employment)

	Essential	*Desirable*
Qualifications, knowledge & experience	***E1** A solicitor eligible to practise in Northern Ireland with at least 3 years' PQE. ***E2** Experience of conducting employment litigation and providing representation before the tribunal or courts in respect of employment law matters. ***E3** Excellent knowledge of employment law and practice in NI. ***E4** Experience of managing and leading a team. **E5** An understanding of economic and social rights.	**D1** Experience of legal practice in either social security or immigration law. **D2** A qualification in management. **D3** Experience of achieving policy and law reform.
Abilities & skills	**E6** Excellent oral and written communication skills and confident in presenting complex information in an accessible way. **E7** Ability to plan, prioritise and lead a team to achieve results.	
Aptitudes/ commitment	**E8** Demonstrable commitment to the values & aims of Law Centre (NI)	
Circumstances	**E9** Willingness to travel as required **E10** Available for occasional evening and weekend work in accordance with the requirements of the post.	

*Please note that criteria marked * will be used for shortlisting purposes. All other criteria will be assessed at interview stage. The panel reserves the right to extend the shortlisting criteria to desirable criteria in the event of a high volume of applications*

Our Vision

A just and equal society where people live in the dignity of their rights.

Our Mission

We use the power of law for social change. To stand for everyone's rights by informing and educating people about their rights and by protecting and advancing people's rights, working collaboratively for social justice.

Our Values

The following values underpin all aspects of our work with each other, with clients and with other stakeholders.

Authentic	we act consistently with our commitment to social justice
Integrity	we honour our word
Independence	we work without fear or favour
Expert	we are driven by learning and we bring expert knowledge of the law and evidence of people's experiences of the law to all our work
Cutting-edge	we test the boundaries of law and policy to advance the rights of people in NI. We are creative in developing new solutions for social justice.
Inclusive	we work with and for others. We innovate to make sure our services are accessible to our clients.
Trusted	we are credible and respectful. We build trusted relationships. We care for our clients and each other and when we commit, we can be trusted to see it through.
Professional	we deliver quality services