



In-House Legal Assistant

starting salary approximately **£36300**
Leatherhead, Surrey

The Police Federation of England and Wales is the staff association representing the interests of all police constables, sergeants, inspectors and chief inspectors. We provide support to officers facing and taking legal action in a range of matters, including employment and discrimination, criminal and discipline.

We are looking to expand our in-house legal services and are recruiting a professionally qualified individual to assist our in-house Lawyer.

The successful candidate will help provide advice to senior elected officials on cases and issues for which the Federation should provide funding and representation; help identify cases that should be appealed and work alongside external solicitors in managing cases going forward. He or she will have a firm grasp of employment law and the principles of cost-effectiveness and value for money. The post holder will also play a key role in keeping Police Federation representatives up to date on developments in case law and legislation.

The successful candidate requires a professional legal qualification, evidence of continuing professional development and good research skills. They will be robust, confident, self-motivated, a capable public speaker and be able to identify emerging themes concerning the working conditions of police officers.

The post is based at our purpose built headquarters offices in Leatherhead, Surrey.

Please email recruitment@polfed.org for application details, stating 'PFI/LAsst' in the subject heading, or ring 01372-352077 for details.
The closing date is Friday 27th January 2012. CVs will not be accepted.
Interviews are anticipated 28th+29th February 2012.