

MACKINTOSH LAW SOLICITORS

PARALEGAL VACANCY – COURT OF PROTECTION (WELFARE)

The vacancy

Mackintosh Law seeks a paralegal to join our well established and friendly Court of Protection welfare team at our busy practice at London Bridge. This is an exciting opportunity to be at the forefront of developing caselaw for disabled people who need assistance in making decisions about key aspects of their lives.

The firm

Ranked nationally in Chambers & Partners and The Legal 500, we are a specialist law firm providing expert legal advice and representation to disabled clients in the niche areas of mental capacity, community care, and health care law.

Nicola Mackintosh QC (Hon) is the owner and sole principal of Mackintosh Law. She is supported by a highly trained team of solicitors and paralegals.

The firm's work seeks to raise the profile of the legal rights of people with learning disabilities, people in mental distress and clients with physical disabilities. The firm holds a contract to undertake legal aid work and is a staunch campaigner for access to justice issues for disabled people.

What we do

Mental Capacity (Court of Protection) - Every person has the right to make decisions about their own lives. However if a person does not have the mental capacity to make a particular decision then the Court of Protection may need to make a decision in their best interests under the Mental Capacity Act 2005. We also advise vulnerable clients about their rights to services and possible challenges to unlawful decisions made by public bodies such as local authorities and health organisations.

We have taken some of the leading test cases in our field and have a national reputation for quality advice and representation.

Our website provides further examples of the types of cases where we can advise:

<http://www.macklaw.co.uk/our-services/>

The role

The post will involve assisting fee earners in progressing cases and effective case management under close supervision, including (but not exclusively):

- meeting with and advising vulnerable clients in the office, hospital, care home or elsewhere
- attending Court when required
- preparing instructions to counsel, drafting letters
- arranging and attending conferences with counsel

- reading evidence, records and undertaking research
- drafting documents for Court
- all administrative tasks in relation to the above including time recording

The work is varied and rewarding, with a good degree of autonomy and encouragement to develop, under supervision. Whilst there is currently no training contract on offer progression is carefully monitored and rewarded and subject to the firm's needs and performance a contract may be available in due course. Training contract offers have been made to the firm's previous paralegals.

About you

We are ideally looking for a law graduate, who may or may not have commenced or completed the LPC or equivalent, but what is most important is your attitude, personality fit and interest/ knowledge in Mental Capacity work and the Court of Protection.

Experience of working in a legal environment and on legally aided cases would be an advantage but is not essential.

You will be enthusiastic and have excellent legal and person related skills. You will see this role as more than just a job and you will take your responsibilities to our vulnerable clients very seriously, whether the task is big or small. When it comes to individuals' lives, every detail matters, so you will be someone who considers the wider implications of what you do. You will need to thrive in a busy environment, have excellent communication skills, numeracy and IT skills, be organised and accurate and have a willingness and ability to learn quickly on the job. . Enthusiasm, commitment, integrity, professionalism, drive and the ability to work well in a team is vital.

In turn we will provide support and training in a specialist legal environment to develop excellent legal skills, to enable you to succeed in this role and to make a real difference to the lives of vulnerable people.

This is a fantastic opportunity to learn and develop within a thriving firm who will provide an interesting and varied workload. We pride ourselves on our leading reputation and have a strong commitment to client care and the future growth and development of the firm.

Start date

As soon as possible

Salary. £18,000-£21,000 depending on skills

All applications must be made via our application pack.

Please email your request for a pack to info@macklaw.co.uk

Or write to:

Mark Slade
Office Manager
Mackintosh Law
103 Borough High Street
London SE1 1NL

CLOSING DATE for applications via the pack: 12pm on Monday 25 June 2018.

Please note that we are not accepting agency CVs for this position.

Mackintosh Law is an Equal Opportunities Employer.