

**Solicitor****£29,475 - £35,505 pa depending on experience****Norwich****Closing date: 18 March 2018 at 11.30 pm**

We're looking for a qualified **Solicitor** or experienced **Housing Adviser** with experience of handling a wide range of housing cases, to join our Legal Services team and enable those in housing need to enforce their rights and challenge the limits of the law.

Shelter helps millions of people every year struggling with bad housing or homelessness through our advice, support and legal services. And we campaign to make sure that, one day, no one will have to turn to us for help. We're here so no one has to fight bad housing or homelessness on their own.

Our Eastern Counties advice service is made up of two busy advice centres, one in Norwich offering advice across Norfolk and North Suffolk, the other in Colchester offering advice in the Essex and South Suffolk Area. Together, they offer a range of housing advice interventions, including a large Legal Aid Agency Housing Advice contract. A great chance to use your expertise to deliver a specialist legal casework service in housing law, including litigation and consultancy work, you'll also be part of the national legal services team at one of the UK's leading charities.

**About the Role**

As a Solicitor or experienced Housing Adviser you'll take on a varied caseload that includes dealing with emergency cases and identifying and carrying out strategic litigation. We'll also rely on you to provide consultancy work, technical supervision and line management and delegate work to ensure it's carried out efficiently and to the highest standard. Carrying out court representation, including at Housing Duty Possession Schemes, will be important too, as will ensuring funding is maximised on each case. And, when it comes to training and developing others, promoting our legal services or identifying referrals from internal and external sources, again, we'll count on you to deliver.

**About you**

Used to working on public and private sector cases on issues including homelessness, security of tenure and possession proceedings, you also meet the *2013 SQM Supervisor* standard in housing. What's more, you have sound knowledge of publicly funded Legal Aid work, including legal representation and legal help. The ability to establish priorities and develop clear plans to achieve your goals is also required, as are excellent listening, communication and problem solving skills, sensitivity to the needs of others and a genuine interest in their views. As well as Solicitors and those working towards authorised litigator status, we welcome applications from experienced housing advisers.

**Benefits** include 30 days' annual leave (pro rata), the possibility of flexible working, enhanced family friendly policies and significant opportunities for learning and development.

**For further information about the role and the benefits of working for Shelter please visit our website.**

Shelter is committed to safeguarding and promoting the welfare of clients, in particular children, young people and vulnerable adults, and expects all staff, workers and volunteers to share this commitment.

At Shelter, we welcome and encourage applications from everyone regardless of age, disability, gender, ethnicity, religion and sexual orientation. We are facing diverse problems, so need diverse people to tackle them.

**Shelter does not accept unsolicited CVs from external recruitment agencies nor accept the fees associated with them.**

