



Public Law Project

Information Pack

Fellow in Brexit, Parliament, and the Rule of Law

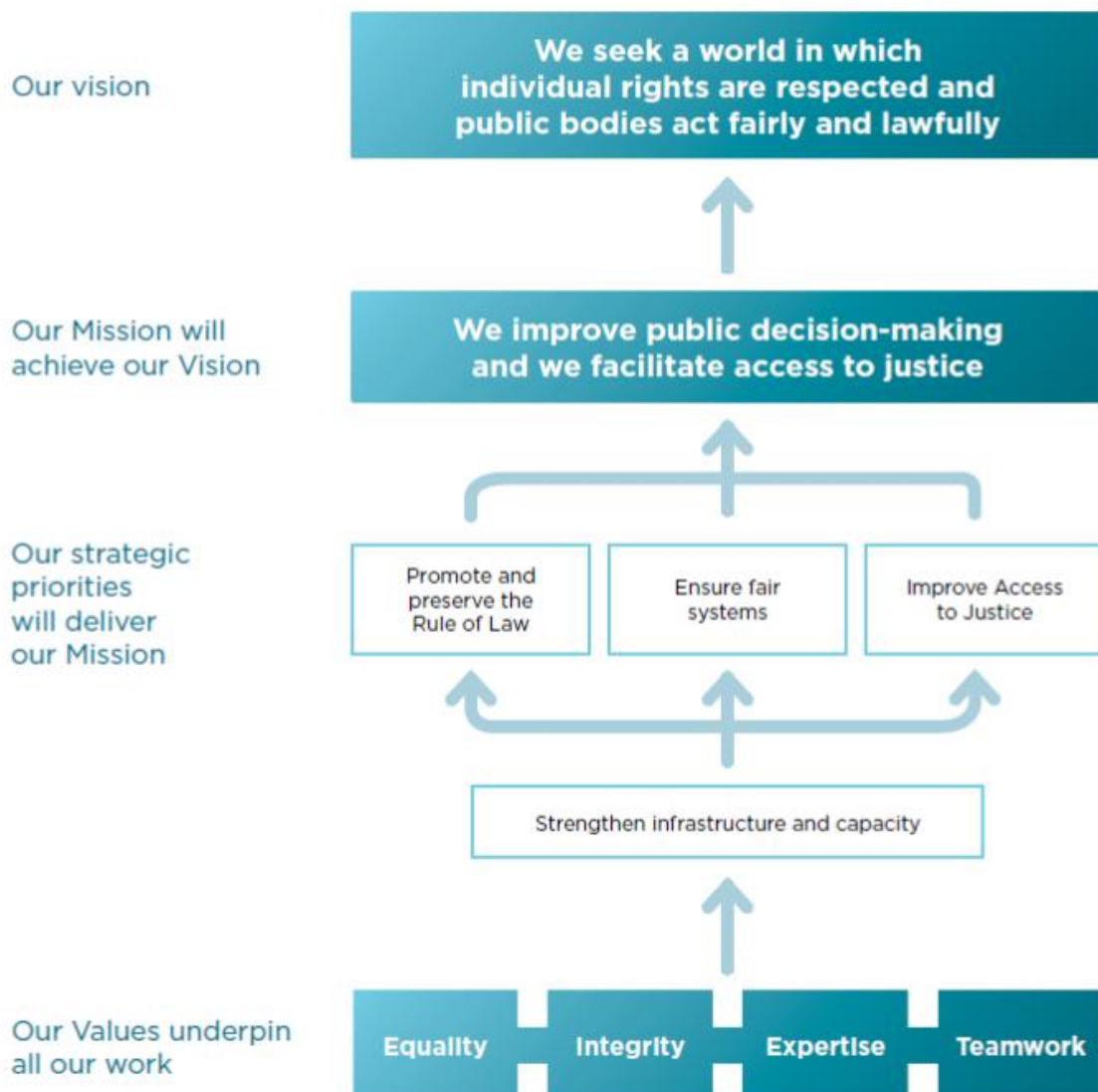


What is PLP?

PLP is a national legal charity founded in 1990 with the aim of improving access to public law remedies for the disadvantaged. Since its inception PLP has played an active role in the development of the law, and has helped other lawyers and advice agencies to use public law principles and redress mechanisms to help many of the most vulnerable in society. Our work has resulted not only in the direct enforcement of individual rights but also in wider improvements in access to public law justice.

We have recently published an impact report detailing key achievements for the period 2012-2016. That is available here: http://www.publiclawproject.org.uk/data/resources/255/PLP-5-year-Review_Impact_Report_1012_2016_view1.pdf

Vision, Mission & Values



Employment information

Job title: Fellow in Brexit, Parliament, and the Rule of Law

Contract term: Fixed term (12 months), with possibility of extension

Location: Central London (based at the Hansard Society)

Hours: Full time

Start date: As soon as possible.

Salary: £35,000 per annum

Leave: A full time member of staff has 25 ordinary annual leave days each year in addition to bank holidays (usually 8).

Probation period: 3 months.

Payment method: Payment is made by electronic transfer on or shortly before the 15th of each calendar month covering payment for that same calendar month.

Flexible working: PLP employees are expected to attend occasional evening meetings. These and other events may result in the post holder having to be away from home overnight. However, PLP recognises that post holders may have caring and other commitments and seeks to be as flexible as possible in this regard. In addition, reasonable notice will be given of such commitments outside normal working hours where possible, and time off in lieu may be taken by arrangement.

These details are provided for information only and do not form part of an employment contract or job offer.

Job description: Fellow in Brexit, Parliament, and the Rule of Law

The European Union (Withdrawal) Act 2018 confers broad powers on Ministers to amend or modify 'retained EU law' by way of delegated legislation, with potentially wide ranging effects on almost every aspect of domestic law and policy. The Government has said that these powers are not intended to be used to make significant policy changes, but the breadth of the powers under the Act has led many to question whether there are adequate constraints on Ministerial power and whether Parliament is able to provide appropriate scrutiny. This one-year position, with the possibility of extension, provides an opportunity for an exceptional candidate to coordinate a major innovative project on ensuring public law compliance in these statutory instruments during the Brexit process.

The post is open to candidates of all relevant backgrounds and would be an ideal career development opportunity for someone at an early stage of their career with an interest in constitutional and administrative law. A good law degree with a solid grounding in public law principles and excellent legal analysis skills are essential. Some experience of research would be a benefit. However, PLP welcomes applications from exceptional candidates from a wide variety of backgrounds, e.g. junior barristers on secondment, those who have recently completed a master's degree or Ph.D.

The Fellow in Brexit, Parliament, and the Rule of Law will lead a project, being undertaken in collaboration with the Hansard Society, on ensuring statutory instruments comply with public law standards during the Brexit process. In particular, the project will involve conducting an initial check of statutory instruments for public law issues and working with a network of subject area specialists to identify substantive issues. The project will also require the candidate to engage with PLP's research and casework teams.

The Fellow in Brexit, Parliament, and the Rule of Law will report to the PLP Legal Director (Alison Pickup) and the PLP Research Director (Dr Joe Tomlinson). It is anticipated that the Fellow will be based at the offices of the Hansard Society in central London and will work in close co-operation with Hansard Society staff on monitoring of statutory instruments and delivery of training and briefings for Parliamentarians and others on the use of delegated legislation in the EU withdrawal process.

PLP is an organisation that promotes professional development. Appropriate support and training will always be available to candidates as required to fulfil the role, in order to build the confidence of an employee to assume greater responsibilities in time and develop their own skills and interests in the role.

Please note that this job opportunity is subject to confirmation of funding.

Job Description

Key responsibilities of the Fellow in Brexit, Parliament, and the Rule of Law

- Conducting and documenting an initial check of statutory instruments for public law issues, in accordance with a framework agreed with the Legal Director and Research Director, producing a summary of potential issues and distributing statutory instruments to a network of subject area specialists.
- Creating and managing a network of subject area specialists to support the review of statutory instruments, potentially in conjunction with the Brexit Civil Society Alliance.
- Developing, with Research Director input, research work around the use of statutory instruments during the Brexit process.
- Developing, with Legal Director and casework team input, legal responses to any public law problems which are identified in any statutory instruments. This may include assisting with casework and litigation if required.
- Developing and where appropriate delivering external training and seminar programmes, with events team input, on the use of delegated powers in the process of withdrawal from the EU, and legal responses.
- To ensure delivery of the initial project objectives, to be agreed with the Research Director and Legal Director on appointment, within a 12-month period.
- Contributing to the general development of PLP's expertise on Brexit, including assisting on internal training and upskilling.
- From time to time, and as requested by the Legal Director and/or Research Director, drafting documents for external use relating to the project work, such as Parliamentary briefings, guides for publication on PLP's website, and other tools for use by our partner organisations
- Assist in monitoring and evaluation of project outcomes including preparing drafts of reports to funders.
- Undertake other tasks appropriate to role as requested by the senior management team.

Person Specification: Fellow

Knowledge, Skills and Competencies

Essential	Desirable
Understanding of, and commitment to, the aims of the Public Law Project	Experience of research
Good working knowledge of public law principles and the ability to undertake public law analysis of legislative and policy documents	Experience of working as part of a project team
Strong analytic and practical research skills	Experience of organising events
General awareness of current social and legal issues in the public law field	Ability to assist in the development of external partnerships
Ability to create and lead a network independently, and to work in partnership with external organisations	Knowledge of legal developments around Brexit
The ability to communicate complex legal issues clearly, both orally and in writing, to various audiences	Knowledge of legislative process
The ability to produce high-quality work within a set timeframe	Knowledge and practical experience of judicial review procedure
The ability to work productively with researchers and practising lawyers	Knowledge of one or more areas of substantive EU law
A law degree or equivalent qualification, minimum 2.i class (or equivalent), or a postgraduate legal qualification	

Personal

Essential	Desirable
Commitment to PLP's core values of equality, integrity, expertise and teamwork	Willingness and ability to travel to other parts of the country, occasionally staying overnight
Interpersonal skills capable of developing a strong and active network	Willingness and ability to occasionally attend evening meetings
Ability to be self-servicing, including word processing skills, and to work flexibly and collegiately within a small, friendly, multi-disciplinary team	
Self-motivation, ability to prioritise, meet deadlines and work under pressure	
Right to work in the UK	

Application process

PLP is an equal opportunities employer. We welcome applications from individuals regardless of age, disability, gender, marital status, pregnancy/maternity, race, religion and belief, sex or sexual orientation.

Candidates may ask for clarification of elements of the person specification and/or the application process and may discuss any issues that might impact on how they would be able to undertake the work. PLP will not discuss issues that may give any candidate information that would give them an advantage in their application.

If you have any questions about the role, please contact Alison Pickup at a.pickup@publiclawproject.org.uk. To apply please complete the application form which accompanies this information pack and send it to hr@publiclawproject.org.uk.

The deadline for applications is 11.59pm, Tuesday 23rd October 2018

A recruitment panel will be nominated for each vacancy. The recruitment panel will use the completed application form to assess each candidate's ability to meet the essential requirements of the job as set out in the person specification using a scoring system. The highest scoring applicants will be interviewed.

Interviews will be held on either the 1st or 5th November 2018.

Further information about the interview process will be provided to successful applicants. Interviews will usually consist of at least one practical test of your abilities relating to the role and a standard interview with a panel of at least two people. Please let us know in advance of your interview if you have a disability which may interfere with your ability to take part in a test and PLP will make reasonable adjustments to ensure the process is fair to all applicants.

Interview questions will be decided in advance based on their relevance to the job description and person specification and scored separately by interviewers. A score sheet will be set in advance, interviewers may only use information from the application form, the interview and any other assessment methods to inform their score.

Applicants who have a disability should note that our current building is located over four floors and regrettably has no lift facilities. If you have a disability which you think may interfere with your ability to do the job as described, please let us know and PLP will make reasonable adjustments both at interview and on appointment.

PLP keeps assessment records/notes for all applicants, whether shortlisted or not, for 12 months. They are stored securely and then destroyed securely after the above period.

All short-listed candidates shall be notified of their selection decision and can obtain feedback from the assessment if they request it. All such requests are dealt with by the Practice Manager who may pass them on to the relevant person if applicable.

Equality statement of intent

As an employer, PLP will treat all employees and job applicants equally and fairly and will not unlawfully discriminate against them. This also applies to volunteers, interns and anyone undertaking work experience with PLP. Our commitment to equal treatment extends to arrangements for recruitment and selection, terms and conditions of employment, access to training opportunities, access to promotion and transfers, grievance and disciplinary procedures, demotions, selection for redundancies, dress code, references, work allocation and any other employment related activities. Specifically, PLP will endeavour to ensure that:

I. Whenever practical, we will recruit and maintain a workforce which broadly reflects the diversity of the community in which we operate and serve. We will ensure that the style and content of our job adverts and recruitment materials convey this commitment, and always includes the statement that "The Public Law Project is an equal opportunity employer".

II. Subject to cost, we will ensure that job opportunities are advertised widely and to diverse audiences. Where appropriate, PLP will take positive action measures to attract applications from all sections of society and especially from those groups which are under-represented in our workforce.

III. We treat all job applicants equally and fairly and do not unlawfully discriminate against them. We do this by ensuring that we operate an open and fair recruitment process, and making decisions using selection criteria which do not discriminate.

IV. We will take every possible step to ensure that employees and volunteers are treated fairly, with the aim of creating a culture that respects and values each other's' differences, that is free of discrimination and promotes dignity, equality and diversity, and that encourages individuals to develop and maximise their true potential.

V. We recognise our continuing responsibility to develop the potential of all employees, removing any barriers, bias or discrimination that prevents progression or full contribution to the organisation's performance. We will ensure that selection for promotion, training or other benefit is free from discrimination of any kind and is based on the employee's experience and abilities and the needs of the job.

VI. We will make clear to all employees, volunteers and trustees that anyone who works for PLP in any capacity is entitled to be treated with dignity and respect, and that unlawful discrimination, intimidation, harassment and victimisation are disciplinary offences which will not be tolerated by the organisation and may lead to disciplinary action. We will provide clear and accessible procedures allowing allegations of such conduct to be promptly and sensitively investigated.

VII. We will provide flexibility to employees in relation to work requirements that may significantly impact on their personal needs and responsibilities and we will seek, as far as possible, to foster a culture that ensures an appropriate work – life balance. We also aim to be aware of days of cultural or religious significance that employees may wish to observe in an appropriate manner.