

Climate Change Resources Adviser (H)

Job purpose: To help the Law Society to lead the profession in tackling climate change.

Key Accountabilities:

- To analyse member insight and the current landscape to identify and meet the need for resources to (a) help members operate in a way which is more sustainable for the climate; (b) help members incorporate environmental considerations into their practice; and (c) help the Law Society to improve its own direct impact on the environment.
- Help members operate in a way which is more sustainable for the environment by:
 - Identifying existing resources produced by other organisations, and identifying gaps for potential resource development
 - Developing resources for members, gathering existing resources, developing webpage and disseminating advice and information through publications, web-content and events
- Help the Law Society to provide leadership to the profession by:
 - Develop and implement a plan for the Law Society to take on a leadership role for the profession in tackling climate change
 - Develop a plan for TLS' future work on climate change (and associated governance needs) and integrate into business planning for the next financial year
 - Work with internal colleagues to gather member views through research and engagement to inform policy priorities and positions
 - Coordinating member-facing work with work of colleagues who are developing and implementing a plan to improve TLS' own impact on the environment
- Maintaining detailed understanding of developments in climate change policy and practice, and related areas, to ensure that advice to members is informed, timely and responsive, we are equipped to respond to policy developments and to inform strategic business planning;
- Build and maintain effective relationships with key government departments and other professional bodies, represent the Society credibly and effectively at external and bilateral senior-level meetings and maintain effective relations with all relevant stakeholders.
- Work together with colleagues to provide input to communications and influencing work, technical support and material for other services as appropriate
- Line management (as necessary)

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Knowledge, skills and experience

Essential

- Good working knowledge of climate change policy and best-practice, and the challenges facing different segments of the profession in tackling climate change
- Experience of developing and implementing resource/content/product plans for different business segments
- Ability to build strong relationships with other colleagues across the organisation
- Ability to analyse complex issues and assess their implications for the profession and Law Society policy on that issue;
- Ability to identify, analyse and solve problems and exercise sound judgement in decision-making;
- Excellent drafting skills and oral communication skills and experience of drafting engaging business-facing content;
- Ability to provide technical and general advice and support to the profession;
- Ability to represent The Law Society credibly at a senior level with a robust and diplomatic manner and a strong customer focus;
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Desirable

- Strong understanding of the broader legal environment and the role performed by solicitors;
 - Experience working within the legal sector;
 - Experience of working in a membership organisation
- Line management experience

Planning & Organising

- Ability to deliver work independently and/or as part of a team;
- Ability to deal with proactive and reactive work and to take on new priorities as they arise;
- Self-motivated and an ability to work with minimal supervision to prioritise work and meet deadlines;

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