To provide high quality legal advice and support to whg colleagues, dealing with housing related matters, housing condition claims and dealing with associated applications and claims.

**What are my key responsibilities?**

Provide professional, accurate and high-quality legal advice and support to the Housing Litigation Manager on housing matters including housing condition claims and S82 proceedings. Carry out all necessary work to defend claims and progress applications to their conclusion, seeking positive outcomes for customers where relevant.

Provide support and cover arrangements for other Legal Services Team colleagues, assisting the team with tenancy breaches including anti-social behaviour, without notice injunctions and other housing management related legal matters.

Assist in the preparation of claims, pleadings, defences, witness statements and correspondence at all necessary stages of proceedings, ensuring court hearings and trials are attended as required by colleagues, other witnesses and counsel as required, and court attendees receive all necessary information and support to be fully prepared.

Maintain up-to-date knowledge and understanding of court procedures, Civil Procedure Rules, Pre-Action Protocols, legislation and relevant case law.

**Relationships**

You will report to the Housing Litigation Manager.

You will work closely with whg’s Insurance and Claims Team, taking instruction from them in relation to housing disrepair and statutory nuisance claims brought against whg, where the action has progressed to court. You are required to support and engage with different parts of the organisation, working across teams and at various levels. You will maintain and develop internal working relationships to ensure that any legal matters involving whg are dealt with efficiently and effectively.

You are also required to work with external stakeholders and organisations such as the Courts, external lawyers (including Claimants’ and Defendants’ representatives) and support agencies.

**Role Requirements:**

There are certain qualifications and experience that we are looking for to operate effectively as a Housing Solicitor:

A law degree or other relevant professional qualification.

Qualified Solicitor orFCILEX with between 1-3 years PQE, with experience of legal case management relating to housing condition claims, including drafting court applications, defences, witness statements, and with knowledge of the associated Civil Procedure Rules and Pre-Action Protocols. Experience of attending, presenting and advocacy in County Court hearings. A keen interest in social housing law would be advantageous.

Experience of legal case management relating to a broader range of housing matters, e.g. tenancy breaches including anti-social behaviour, would be advantageous.

Ability to work flexibly and to assist in managing and prioritising a complex, high profile and demanding workload within a fast-paced team environment. Discretion, good judgement and the ability to handle sensitive issues skilfully and confidentially is vital.

Excellent verbal and written communication and negotiation skills, including the ability to produce reports and deliver presentations and training. Ability to interpret legislation, regulation and policy documents.

Experience with computerised case management systems would be preferable.

**whg’s values and behaviours**

At whg we have an ambitious aim to be an exceptional place to work that attracts, develops and retains talent.

We recognise that our success as a business depends largely on the quality and commitment of our colleagues; our values set out in the Corporate Plan identify the behaviours that we expect all colleagues to display at whg.

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| A blue circle with white hands in it  Description automatically generated | TrustworthyYou can rely on us. We are honest in everything we do. |
| A yellow circle with a white outline of hands shaking  Description automatically generated | RespectfulValuing people and treating everyone with empathy and fairness. |
| A hand holding a shield  Description automatically generated | AccountableTaking responsibility for our actions and owning the delivery of our promises. |
| A pink circle with two people holding a heart  Description automatically generated | CollaborativeAchieving great things by working together. |
|  |  |
| A star on a blue circle  Description automatically generated | ExcellentStriving to be the best and delivering the best outcomes for customers and the organisation. |