

## Peer Reviewer Applicant Personal Specification

This document sets out the minimum and preferred requirements for potential peer reviewer candidates. These requirements are used when shortlisting candidates, and any evidence of meeting these requirements is assessed from the candidate's application form. When completing an application form, it is suggested that candidates refer to the requirements set out below.

### Casework Experience

#### Minimum requirements

Must have a minimum of **1500 hours'** post qualification casework experience under the LSC contract in the specialist category of law. At least **1000** of these hours must be personal casework. The remainder may consist of direct supervision of casework (as defined in the SQM standard)\*

Must have experience of a wide range of cases within the specialist category in terms of case type and complexity

Must have a current caseload in the specialist category of law

At least 50% of time spent on legally aided work (casework, supervision training etc) in the 'specialist' category.

*\* Direct (documented) supervision is where the supervisor undertakes direct management of a case "owned" by the caseworker. The supervisor may "coach" the caseworker in arriving at the tactics and strategies, but will retain responsibility for the final decision. Supervision in this regard will usually be on a one-to-one basis with the caseworker and the supervisor's involvement in decision-making will be clear from the documentation. (Glossary of SQM Standard)*

#### Preferred experience

3000 hours' casework experience under the LSC contract in specialist category of law

### Supervisory Skills

#### Minimum requirements

Currently must meet the supervisor standard for the specialist category set out in the Specialist Quality Mark/LSC's Standard Contract Specification

LSC named supervisor in specialist category of law

Must supervise, and expect to continue to supervise, other fee earners/caseworkers under an LSC Contract.

Experience of supervising staff in the 'specialist' category of law

Previous/current supervisees must include:

- at least **four** high level fee earners/caseworkers, and
- fee-earners/caseworkers with different levels of experience (e.g. trainee solicitors)

preferably in at least **two** provider organisations

### **Preferred experience**

A range of previous supervisees in a range of different provider organisations

## **LSC Contract Experience**

### **Minimum requirements**

Must currently work, and expect to continue to work, under an LSC Contract in the specialist category.

### **Preferred requirements**

Experience of working with LSC as Franchise/Quality Manager or through preparation for audits

## **Other**

### **Minimum requirements**

Experience working in or with at least **three** different providers or experience of assessing the work of others, particularly in the 'specialist' area of law (for example as a tribunal member, panel assessor, trainer or carrying out other independent file reviews)

Open-mindedness coupled with independence

### **Preferred requirements**

A practising solicitor (in England and Wales)

Non solicitors - relevant legal qualifications

Experience working in the not-for-profit sector (social welfare categories only)

Ability to appreciate different ways of working (in particular in relation to casework)

Some understanding of the nature of funding legal work

Some considered thought on the nature or concept of legal competence