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**WHO WE ARE**

We are a legal aid firm based in London and Bristol, specialising in civil liberties & human rights litigation, holding the state and those with power to account for their actions and inactions. We aim to empower our clients, taking cases that we think matter, and which make a difference either to groups or individuals. We have a friendly team of staff each of whom are committed to the work we do and to making the firm a great place to work.

Our values are:

•**Respect**

•**Fairness and openness**

•**Integrity and honesty**

•**Promoting equal opportunity and empowering each other to fulfil their potential**

We run the firm in two complementary departments with a slightly different focus but on occasions working on the same issues.

The “AAPA” (Actions Against the Police/Public Authorities”) department’s work includes actions against the police/Home Office/MOJ, discrimination, inquests, and other civil litigation include public law remedies against the state. Our clients’ complaints are about the police, prison service, immigration detention and other parts of the criminal justice system. Their complaints include discrimination, bereavement, assaults, unlawful detention and prosecution, and breaches of the Human Rights Act as well as failures to investigate and prosecute crime. We specialise in private and public law actions against the police, Home Office, CPS, and IPCC; representation at inquests, prosecutions and inquiries; and alternative forms of dispute resolution.

The Public Law and Civil Actions department’s work includes work around Migrants Rights, trafficking, public law challenges of unlawful government policies, private and public law discrimination, public and private law unlawful detention cases, and work with campaigning groups around unlawful decisions made by public bodies.

Both departments have expertise in public inquiry work.

Most of our clients come to us by referral. Clients are referred by, for example, community groups and activists, journalists, advice agencies and other lawyers, former clients and the LAA. Our clients are mainly publicly funded.

**How the Public Law and Civil Actions department works**

The Public Law and Civil Actions team consists of 9 partners, and 11 solicitors who work on challenges to government policy, and individual civil actions in the private and public law sphere, primarily against government. The department has a number of solicitors focused on migrant rights, both in relation to unlawful detention, confiscation of phones, destitution and inadequate accommodation, but also relating to some immigration issues, most notably the implementation of the Windrush scheme, and the No Recourse to Public funds policy. We work with front line organisations and try to ensure our work reflects the concerns that their members are seeing. The senior solicitors in the team tend to develop specialisms within the private law or public law sphere which reflect their own interests.

We are committed to making DPG a great place to work and aim to retain our staff. This is a central value for us. We want to employ the best people we can, and therefore positively encourage suitably qualified and eligible candidates to apply regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity. If you think you may need reasonable adjustments and would like to discuss this before applying, you can speak confidentially to Leonie Porter who you can contact directly at lporter@dpglaw.co.uk.

 **THE POST: Solicitor Job Reference: 2025/10/BRSOL PL**

This vacancy is for a NQ qualified solicitor or near qualified individual to start in September/October2025, working from our office in London or Bristol. This is the minimum level of expertise we are looking for, but we would welcome applications from more senior solicitors. We operate a flexible working policy and applications to work part-time will be considered. We are generally recognised as a good place to work, we have a competitive salary scale and great benefits, including flexible working, breathing time and an employee support package.

**Job Role:**

1. *Casework*

To conduct and assist partners in conducting litigation casework within the following areas of legal practice:

* Special Immigration Appeals Commission (SIAC): appeals and reviews under the BNA 1981.
* Judicial review claims: unlawful immigration detention which requires understanding of deportation under the Immigration Act 1971 and UK Borders Act 2007 including of those with EUSS leave; trafficking public order disqualification claims; other immigration-related judicial reviews requiring understanding/knowledge of the workings of the Refugee Convention; ECHR; ECAT; legislation: BNA 1948 and 1981; Immigration Acts 1971, 2014 and 2016; NIAA 2002; UKBA 2007; NABA 2002; IMA 2023;  immigration rules and guidance, including the test for further submissions under paragraph 353
* Compensation claims: false imprisonment claims in the County Court which requires knowledge of immigration enforcement law and practice under legislation, Government policy and common law; historic discrimination claims arising from dated discriminatory nationality laws; and Windrush claims.
* to comply with agreed office procedures as described in the Office Manual
* to conduct casework in compliance with the LAA and within the terms of any contract with the LAA for the provision of legal services
* to undertake advocacy when appropriate
* to ensure that casework is profitable
* to achieve fee-earning targets and bill promptly
* to report to the partners’ meeting any formal complaint or issue of negligence or alleged negligence in the conduct of casework
* to work successfully with high standards of client care, enthusiastically imaginatively, efficiently, accurately, tenaciously, conscientiously, profitably and with attention to detail as part of our team;
* to identify and act on opportunities to expand and develop the firm’s casework
* to take steps to promote the firm’s work as appropriate, including attending external meetings
* to instruct and manage the work of counsel experts and agents within the firm’s written procedures.
* to keep the firm’s diaries and other central records up to date.
* to record time spent on casework

*(b) Administration*

* to attend staff meetings
* to assist or supervising other staff members on cases, and taking part in the non-case based work of the firm, as appropriate; to deal appropriately with the money of the firm, its clients and the Legal Aid Fund.
* to maintain proper accounting records

**3. To Whom Responsible**

In relation to all casework and administrative matters, the Partners. In relation to all employment matters, the Staff Partner in the first instance.

**Person specifications**

**Essential:**

* NQ solicitor or have undertaken SQE exams and are in the process of qualifying as a solicitor in the next few months.
* Accreditation under IAAS at Level 2; or OISC level 3; or have worked in immigration practice, all with case-responsibility experience
* Assimilation of issues and identifying legal problems
* Ability to draft letters before claim and letters of claim
* A commitment to the aims and values of the firm
* Experience of successfully running a litigation caseload of claimant public law / human rights challenges
* Experience in at least one of DPG’s key public law practice areas
* Ability to use initiative at work, both in casework but also to improve the organisation you were working for
* Ability to meet the person specification
* History of meeting fee and time targets

**Advantageous but not essential:**

* A proven record of innovating in litigation in order to promote the interests of clients and client groups
* Experience of running strategic public law litigation
* Experience of running civil claims
* Experience of working in a legal aid practice and ensuring that the work is financially sustainable

**How to apply**

Please complete all parts of the application form below and return to us by:

**Email:** recruitment@dpglaw.co.uk

**Please quote the job reference 2025/10/BRSOL PL in the subject line of your email.**

**Closing date: 10.00am Friday 18th July 2025**

**Applications received after this time cannot be considered.**

**Interviews: Suitable candidates will be invited to attend a skills test and interview in the week commencing 28th July 2025**

**APPLICATION FORM**

**PLEASE RETURN BY 18th July 2025 to** DPG Recruitment - recruitment@dpglaw.co.uk

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| --- | --- | --- | --- |
| **Position applied for:** |  Solicitor | **Job Ref:** | 2025/10/BRSOL |

**Employment or volunteering history – in date order most recent first. Please mark Salary box with a “V” for any work that was voluntary/unpaid.**

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| --- | --- | --- | --- | --- | --- |
| **Dates to and from** | **Employer / Organisation** | **Job title and main duties/responsibilities** | **Average Hours worked per week** | **Salary** | **Reason for leaving** |
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**Education/training – please put which school / college / other institution you attended**

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| **Secondary education:** | **Qualifications & grade:** |
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| **Higher education:** | **Date completed:** | **Qualifications & grade:** |
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| **Vocational Training:** | **Date completed:** | **Qualifications & grade:** |
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| **Other relevant training, professional qualifications, or work-related skills (for example languages, shorthand, etc):** |
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| **Are you undertaking any course of study at present? (If so, please give details.)** |
|     |
| **Do you have membership of any professional bodies? (If so, please give details, including any offices held.)** |
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**It is the Company's policy to verify the qualifications of all successful job applicants and you may be asked at a later stage in the recruitment process for your consent to checks being carried out.**

**WHY YOU FULFIL THE CRITERIA**

**Please answer each section with no more than 100 words.**

**Please say why you think you satisfy each of the criteria below in turn, giving examples where possible. Any experience to which you refer may have been gained in paid employment, voluntary or campaigning work, life experience and/or special interests relevant to the post.**

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| * NQ solicitor or have undertaken SQE exams and are in the process of qualifying as a solicitor in the next few months.
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| * **Accreditation under IAAS at Level 2; or OISC level 3; or have worked in immigration practice, all with case-responsibility experience.**
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| * A commitment to the aims and values of the firm
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| * Experience of successfully running a litigation caseload of claimant public law/ human rights challenges
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| * Experience in at least one of DPG’s key public law practice areas
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| * Ability to use initiative at work, both in casework but also to improve the organisation you were working for
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| * History of meeting fee and time targets
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**STATEMENT IN SUPPORT OF APPLICATION**

Please say in no more than **500** words why you are applying for this post, how you have met the following essential criteria: i) Assimilation of issues and identifying legal problems; and ii) Ability to draft letters before claim and letters of claim and **if you have experience in any of the desirable criteria.**

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*BELOW HERE TO BE DETACTED PRIOR TO SHORTLISTING.*

**Equal Opportunities Monitoring Form**

Please complete the form online by clicking here: <https://forms.gle/hb5aNmBqZjJhSv6f7>

Once you have completed the form you will be given a confirmation code. Please enter the word and number confirmation code here:

**Personal details**

|  |  |
| --- | --- |
| **Surname:** |   |
| **Forenames:** |   |
| **Current address:** |    |
| **Telephone number:** |   |
| **Email:** |  |
| **Other details** |
| What is the notice required in your present post?  |  |
| Is your present post your sole regular employment? |  |
| Do you have the right to work in the UK? |  |
| Where did you see the advertisement for the post? |  |
| **Disabilities** |
| **Do you require any special arrangements to be made for your interview on account of a disability?** Please note that this information will not be shared with staff involved in the shortlisting process | Yes/No |
| If "yes", please give brief details that you feel would help us to accommodate your needs during your interview and thus meet our obligations under the Equality Act 2010:  |
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| **Convictions**Have you ever been convicted of a criminal offence? If so, please give details of any unspent convictions. As this post is one covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 both spent and unspent convictions must be declared. | Yes/No |
| If "yes", please give details: |
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**References**

Please give the details of two referees, stating how long you have known them. One has to be your current or most recent employer. References for shortlisted candidates will be taken up before interviews unless you request otherwise.

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| **1. Name:** | **2. Name:** |
|   |   |
| **Address:** | **Address:** |
|     |   |
| **Telephone number:** | **Telephone number:** |
|   |   |
| **Email:** | **Email:** |
|   |   |
| **Occupation:** | **Occupation:** |
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| **Time known:** | **Time known:** |
|   |   |
| **May references be taken up before interview?**YES/NO | **May references be taken up before interview?**YES/NO |

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| **Data protection**Information from this application may be processed for purposes registered by the Employer under the Data Protection Act 2018. Individuals have on written request [on payment of a fee] the right of access to personal data held about them.I hereby give my consent to Deighton Pierce Glynn Solicitors processing the data supplied in this application form for the purpose of recruitment and selection. |

**Declaration**

I declare that the information given in this application is to the best of my knowledge complete and correct.

**Signature (or type your name here):**

**Date:**