

Solicitor Competence Statement – *in brief*

“the ability to perform the roles and tasks required by one's job to the expected standard”

Ethics, professionalism and judgement

- Act honestly and with integrity
- Competence and legal knowledge
- Work within limits of their competence and the supervision they need
- Draw on a sufficient detailed knowledge and understanding of their field(s)
- Apply understanding, critical thinking and analysis to solve problems

Technical legal practice

- Obtain relevant facts, interpret and evaluate
- Undertake legal research
- Develop and advise on relevant options, strategies and solutions
- Draft legally effective documents which reflect client instructions
- Undertake effective spoken and written advocacy
- Negotiate solutions
- Plan, manage and progress legal cases and transactions

Working with other people

- Communicate clearly and effectively
- Establish and maintain effective and professional relations

Managing themselves and their own work

- Initiate, plan, prioritise and manage work activities effectively
- Keep, use and maintain accurate, complete and clear records
- Apply good business practice & understanding the commercial context in which they work

