

### JOB DESCRIPTION FOR THE POSITION OF

### CLM SOLICITOR WITH A FOCUS ON CHILDREN AND YOUNG PEOPLE’S RIGHTS

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| Job Title | CLM Solicitor with a focus on children and young people’s rights |
| Employer | Community Law & Mediation (CLM) |
| Reports to | Managing Solicitor of CLM and CLM Children and Young People’s Solicitor |
| Salary | Details available on request |
| Hours | 5 days per week:  Monday- Thursday 9.30am – 5pm  Friday 9.30am-4pm. |
| Duration of Contract | Fixed term for 2 years, subject to the successful completion of a 6-month probation period. It is hoped to secure sufficient funding to enable the role to be longer term. |
| Start Date | Immediate |
| Location | CLM Offices, Northside Civic Centre, Bunratty Road, Coolock, Dublin 17. Some travel may be required.  CLM’s current remote working policy provides that staff work 2 days per week in the office. |
| Application Deadline | 5pm on Wednesday 3rd September 2025 |
| Proposed Interview Date | Wednesday 24th September 2025 |

### **Background to CLM and our children’s law service**

Community Law & Mediation (CLM) is a community based, independent law centre providing services nationwide. Founded in 1975 as part of the movement for civil legal aid in Ireland, CLM has grown from a neighbourhood law centre in Coolock to a national organisation with offices in both Dublin and Limerick, and expanded into new areas of work in mediation, environmental justice, and children’s law. It provides services including free legal advice and representation, information and education, and mediation and conflict coaching. CLM also campaigns for law reform, and for the safeguarding of rights already enshrined in law.

CLM places particular importance on nurturing a positive, supportive workplace centred on collaboration and respect.

For more information, please visit our [website](https://communitylawandmediation.ie/).

**CLM’s growing children’s law work**

Earlier this year, CLM launched a landmark Report which sets out a blueprint for meeting the legal needs of children and young people in Ireland into the future: [Meeting the legal needs of children and young people in Ireland and enhancing access to justice: A children’s rights analysis](https://communitylawandmediation.ie/publications/meeting-the-legal-needs-of-children-and-young-people-in-ireland-and-enhancing-access-to-justice-a-childrens-rights-analysis/). This Report highlights the unique nature of children’s legal needs, and points to the need for a specialist law centre that will champion access to justice for children and young people as an essential component in ensuring children’s rights are protected, respected and vindicated.

As we develop our children’s law service, we are delighted to be expanding our team; this role presents an opportunity to work with our children and young people’s solicitor as well as the larger legal team.

For more information, please visit our [Children's Law Hub.](https://communitylawandmediation.ie/our-services/childrens-law-hub/)

## **The Role**

This is a unique and exciting opportunity to work in one of the leading independent law centres in Ireland. The successful candidate will be supported by the CLM team and must have a proven ability to manage and advance a busy caseload. **Please note**, this is a full-time role split between children and young people’s law (3 days) and assisting the CLM legal team with other areas of work, particularly employment law, equality law, social welfare and social housing law (2 days).

### **Key Responsibilities**

* Legal Duties
  + Provision of legal advice and assistance to individuals, community groups and organisations in an accessible, meaningful and practical way;
  + Provision of free legal advice clinics to children, young people and adults;
  + Provision of legal representation and responsibility for the management of a caseload in various areas of law, with a particular focus on children’s law and strategic legal action
  + Assisting and supporting the CLM legal team in the areas of social housing, social welfare, equality and employment, and other areas where required.
  + Legal research and contribution to the policy and law reform advocacy work of CLM;
  + Liaising with other members of CLM’s legal team in the areas of housing, social welfare, equality, employment and environmental justice;
  + Assisting with CLM’s obligations under its Child Protection Policy.
* Community Education
  + Designing and delivering talks and courses on various topics with support from the Community Education Officer.
* Community Engagement
  + Liaise with stakeholders regarding the promotion and development of the children and young people’s legal service and the maintenance and establishment of outreach legal advice clinics;
* Strategy
  + Work with the CLM management team and the children and young people’s solicitor in relation to the strategic development of the children’s legal service.
* Such other tasks as may be necessary to assist with the work of CLM.

### **Personal Specification**

Essential

* Appropriate degree
* Professional qualification as a solicitor and eligible to practice in the Republic of Ireland
* Minimum of 2 years PQE
* Litigation experience
* Proven ability to manage, coordinate and take ownership of a busy caseload
* Demonstrated attention to detail and adherence to strict policies and procedures on file management
* Demonstrated ability to think strategically and to identify opportunities
* Experience relevant to the law reform, public advocacy and campaign work of CLM
* Knowledge of children’s rights and access to justice for children
* Knowledge of human rights and public interest law and demonstrated interest in the principle of access to justice
* Excellent interpersonal and networking skills and a capacity to be compassionate and respectful with clients
* Ability to work calmly, under pressure, as part of a small team, and to delegate and project-manage on cases where necessary
* Flexibility in adapting to changing and developing roles
* Excellent verbal and written communication and presentation skills

Desirable

* Experience of litigation at Superior Court level.
* Experience of judicial review, public law and/or human rights law in practice.
* Experience before quasi-judicial bodies, eg Workplace Relations Commission, Residential Tenancies Board, Social Welfare Appeals Office etc.
* Experience working in the area of children’s rights and/or children’s law
* Experience providing legal services to children, young people or their families or to people who experience barriers in terms of communication, marginalisation or disadvantage.
* Demonstrated ability to engage effectively with children and their families
* A relevant post graduate qualification or specialist CPD
* Clear and demonstrable experience in the area of social justice and equality
* Understanding of current landscape and key players in the area of access to justice for children and children/ young people’s rights.

## **Application Process**

Please email completed application form and CV, **as one document**, to Jane O Sullivan ([josullivan@communitylawandmediation.ie](mailto:josullivan@communitylawandmediation.ie)) and Ruth Barry ([RBarry@communitylawandmediation.ie](mailto:RBarry@communitylawandmediation.ie)).

Incomplete applications will not be accepted.

The closing date for receipt of applications is **5pm on Wednesday 3rd September 2025**. Interviews will take place on **Wednesday 24th September 2025** and will include a short presentation on an area relevant to the role.

To view CLM’s fair processing notice, please click [here.](http://communitylawandmediation.ie/wp-content/uploads/2020/08/FAIR-PROCESSING-NOTICE-for-Job-Applicants.pdf)

Community Law & Mediation is an equal opportunities employer.