**PERSON SPECIFICATION**

**LEGISLATIVE DRAFTER**

The person appointed will be required to perform the professional duties as detailed in the in the job description.

**The ideal candidate will match the following specification:**

**Qualifications, knowledge and experience**

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| * Qualified as an advocate, barrister or solicitor in a Commonwealth jurisdiction with at least 5 years’ experience in legislative drafting, preferably of primary legislation |
| * A thorough understanding of the principles of legislative drafting |
| * Knowledge of IT for drafting offices |
| * Experience of working in a similar capacity in a small jurisdiction |
| * Understanding of the principles of administrative law and the European Convention on Human Rights (ECHR). |

**Personal Attributes**

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| * Working under pressure – ability to deliver assigned drafting projects to agreed deadlines |
| * Communication - ability to communicate both orally and in writing with tact and diplomacy, building rapport to facilitate working in partnership with a variety of key stakeholders |
| * Adaptability - to the style of drafting and procedures that apply in Jersey |
| * Intellectual rigour - applying professional knowledge, understanding and analytical skills to achieve desired outcomes |
| * Ability to work both autonomously and as part of a small team of legislative drafters |
| * Take instructions from instructing officers from different backgrounds and with different levels of experience |
| * Strategic and political awareness, with the ability to provide critical analysis |
| * Creative and imaginative thinking - to anticipate and solve problems and identify possible alternative solutions |