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# Kate Hiller

HEAD OF LEGAL AND  
SUPPORT SERVICES

Thank you for your interest in the Legal Team Leader (Contentious) role at North West Leicestershire District Council. This is an exciting opportunity to be a part of a new leadership team within the Legal Team to shape the delivery of legal services across the Council and beyond.

We recently reviewed the structure of the Legal Team to recognise the importance of developing strong leaders that can support the development of the Legal Team beyond purely line management and providing specialist legal advice. Whilst we recognise the importance of having senior lawyers with specialist legal backgrounds, we also know that in local government there is always something new and challenging to face, and we need to build a robust team that can be trusted to tackle anything.

In the Legal Team Leader (Contentious) role, you will work alongside two other team leaders that have been promoted from within, as part of our internal development aspirations. Collectively you will be responsible for the allocation of work, monitoring performance of the team as a whole and your direct reports, supervising and developing staff, as well as supporting income generation through work for external clients. In addition, you will have a varied workload of local government legal work, with a focus on litigation and licensing.



I am proud of our many achievements, including numerous awards that we have won or been shortlisted for over the years, both for individuals and the team as a whole, including the British Legal Awards, Lexis Nexis Awards and Lawyers in Local Government Awards – our most recent success being our fantastic apprentice winning Junior Lawyer of the Year at the 2025 LLG awards. As a Council, we are proud of our silver accreditation in Investors in People and are striving to achieve gold in our next assessment. We recognise excellence in our staff by celebrating their successes through regular communications updates and our end of year Star Awards.

At the Council we appreciate the importance of finding the right people that are the right fit for our organisation. The role is what you make it and there are plenty of opportunities for growth, with various members of the legal team and Council having completed ILM management courses, benefitted from coaching and undertaken professional qualifications to further support them in their role. We support our staff in setting development objectives and ensuring the resources are there to achieve them – so whether you are somebody branching out into governance for the first time or looking for your first management role, you will be fully supported in facing new challenges. I came to the Council with limited governance experience and with the support of the Council and the people within it, am now in the role of Head of Legal and Support Services and Monitoring Officer.

I feel really lucky to work for such a friendly, supportive and accomplished Council. I appreciate the benefits of flexible and agile working, allowing me to flex my hours to fit business need and my own circumstances, seeing people in the office when I need to or working from home when the work can easily be done at home. It is an exciting time to be working in local government right now with an opportunity to be a part of shaping what it looks like in the future. We hope you consider joining us on this journey and would welcome you getting involved in the many opportunities the Council has to offer.

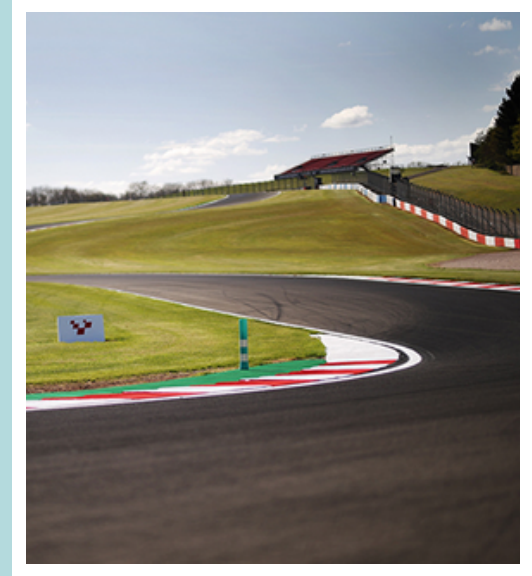
**Kate Hiller - Head of Legal and Support Services**





# WHY JOIN NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL?

- Competitive package including car allowance and AVC pension scheme
- Flexible hybrid working with strong focus on team cohesion
- Work under supportive and forward thinking leadership
- Positive culture of learning, development, and progression
- Access to excellent health and wellbeing benefits
- Opportunity to gain experience in new areas of law
- Vibrant local area featuring the National Forest, Donnington Park Racetrack, and Download Festival



# THE OPPORTUNITY

We are looking for a confident and capable solicitor to lead a small, talented team and manage a varied contentious caseload. This is a great opportunity for a litigator who enjoys problem-solving and is ready to take a step into management.

**The role offers significant autonomy and variety. You will:**

- Manage two members of staff in your directorate
- Lead on complex matters in litigation with the support of Counsel where necessary
- Have the opportunity to learn new areas of law
- Work in collaboration with other department heads to optimise efficiencies across the service
- Oversee quality assurance and performance standards across the legal function

Prior management experience is welcomed, but is not essential for this role. Applicants evidencing ambition to take the next step in their career are encouraged to apply.





# KEY RESPONSIBILITIES

- Supervise and support two junior colleagues within the Legal Services team
- Take ownership of complex legal matters and help shape team direction
- Undertake hands-on casework, making up approximately 70% of your time, including:
  - Housing litigation, including anti-social behaviour and possession cases
  - Licensing matters
  - General civil litigation, with occasional planning or community safety work
- Represent the Council in court when required
- Collaborate with colleagues to manage caseloads and drive improvements in legal practice
- Build confidence in new areas of law, with support from external expertise where needed

## ABOUT YOU

You will be a qualified solicitor, barrister or legal executive entitled to practise in England and Wales. You will have significant experience in one or more areas of contentious law, including housing, civil litigation, licensing and prosecutions.

You will also bring:

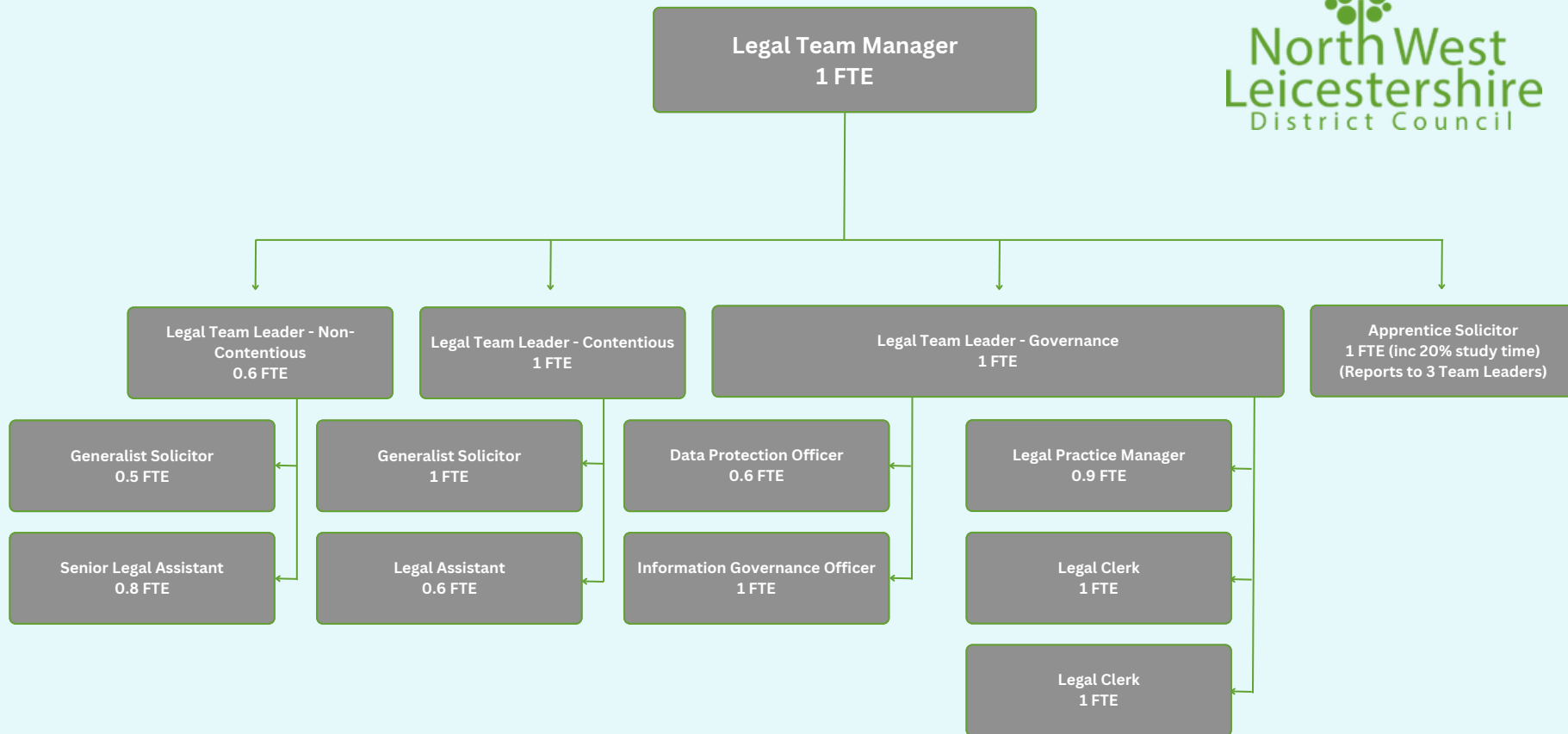
- A proactive and enthusiastic mindset to approaching a range of interesting and new challenges
- A willingness to throw yourself into new areas of work
- Strong interpersonal and leadership skills
- The ability to work independently and under pressure

# Package and Benefits

- **Total annual earnings up to £55,819**
- **Salary:** £46,784 to £51,679 (including 12% market supplement)
- **Allowances:** £4,140 per annum car allowance
- **Working Hours:** 36.25 hours per week with agile working hours scheme
- **Annual Leave:** 25 days, rising to 29 with five years' service, plus 8 bank holidays and one concessionary day
- **Pension:** Access to the Leicestershire Local Government Pension Scheme
- **Additional Benefits:**
  - UK healthcare package (includes optical, dental, physiotherapy)
  - Employee Assistance Programme
  - Flexible and hybrid working arrangements
  - Free on-site parking
  - Salary sacrifice schemes, including AVC Pension via MyMoneyMatters, additional Holiday purchase and Cycle to Work







# How to Apply

To apply for this exciting opportunity, please submit your CV to Will Pardoe or Nik Stoate at Venn Group.

Please note that applications or queries submitted directly to the council will be forwarded to Venn Group for review.

We are interviewing on a rolling basis and encourage early applications. The interview will be conducted in person at the Council offices.



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