



# JUSTICE

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## Legal Director

Salary: circa £70k | Full Time | London / Hybrid | Great Benefits |  
Important Purpose | Inclusive Culture

## Candidate Pack

*We are recruiting on a rolling basis, reviewing applications as they arrive. Early applications are encouraged, as the role will close once a suitable candidate is appointed.*

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## A message from our Chief Executive

Thank you for your interest in this role at JUSTICE. My name is Fiona Rutherford and I've been working for JUSTICE for 4 years. In that time, I've met and worked with some incredible people. And, as a team, JUSTICE has delivered some groundbreaking work to improve the UK justice system so it is fairer and within everyone's reach.



This pack sets out some helpful information about JUSTICE, the team, what we do and how we do it. At its heart, JUSTICE is a values-led organisation and you can read more about our values below. If you are serious about applying but have some hesitations or questions then I would be happy to have a short meeting to discuss the role. If you would like to have a brief meeting, please email: [jobs@justice.org.uk](mailto:jobs@justice.org.uk)

### About JUSTICE

JUSTICE is a law reform charity working to build a fairer UK justice system within everyone's reach.

For nearly 70 years, we have transformed the legal landscape for the better, led by evidence, expertise, and a focus on practical solutions.

We are the only non-governmental organisation whose work spans the whole of the UK justice system. Key legal bodies we now take for granted such as the Ombudsman, the Crown Prosecution Service, and the Criminal Injuries Compensation Board were all proposed and supported into being by JUSTICE.

JUSTICE's work is known for its independence and rigor, and grounded in deep subject matter expertise. We bring together experts from within and beyond law – including people with lived experience of interacting with the justice system – to develop realistic solutions to key challenges.

For more information, please see take a look at our [Strategy for 2024-2030](#).

### Our Values

#### **Inclusivity:**

We prioritise meaningful collaboration and learning. We seek a wide range of views, perspectives and expertise when conducting our work, ensuring the voice of those with lived experience are heard loud and clear.

#### **Integrity:**

We are trustworthy and evidence based. We work transparently and with intellectual rigour. We speak out with expertise and courage when appropriate.

#### **Independence:**

We prize our objectivity and impartiality, and we are pragmatic and considered in our approach. This enables us to influence and hold key decision-makers to account.

#### **Innovation:**

We're not afraid of thinking differently and challenging the status quo when it is not working. We strive to be forward looking and to set the agenda for justice system reform.



## Our People

JUSTICE has around **20 staff** who work collaboratively across policy, fundraising, communications, membership, administration and governance.

Our work is overseen by **the Board of Trustees** led by our Chair, Dame Alison Saunders DCB.

We also have a **Council**, led by our President, Baroness Helena Kennedy of the Shaws KC and Vice Presidents Dominic Grieve KC and Baroness Sarah Ludford, who support our work.

JUSTICE is assisted by a considerable amount of volunteer and pro bono support each year from a range of people who join our working parties, help with research

## How We Work

### Leading research:

Our research highlights key problems and proposes practical solutions, hundreds of which have been adopted.

### Advising policymakers:

JUSTICE's strong reputation across Westminster and beyond is based on the quality and independence of its work.

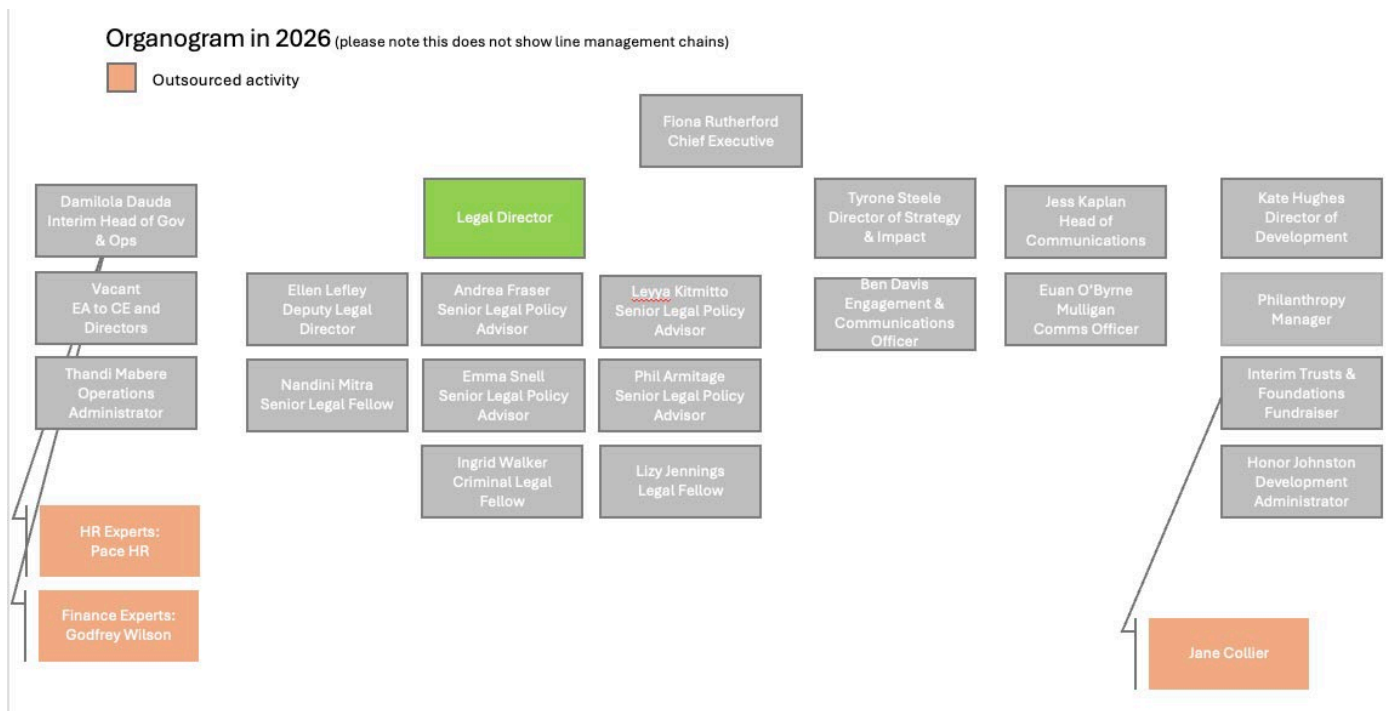
### Convening experts:

Our events, working groups, and roundtables bring together leading experts across a wide range of justice topics.

### Building understanding:

Our spokespeople regularly appear in the media to set out why a fair justice system matters and how it can be achieved.

## JUSTICE Organogram





## Key Details:

<b>Job title</b>	Legal Director
<b>Salary</b>	Circa £70k
<b>Location</b>	London (Hybrid)
<b>Hours</b>	Full time
<b>Reporting to</b>	Chief Executive (Fiona Rutherford)
<b>Direct reports</b>	Deputy Legal Director, Senior Legal Policy Advisors x4, Senior Legal Fellow. The role currently has two indirect reports (Criminal Legal Fellow and Legal Fellow) and is responsible for directly or indirectly overseeing a number of fellows, interns and secondees throughout the year.
<b>Start date</b>	From 1 August onwards

### Benefits Include

- 27 days annual leave plus bank holidays.
- Time off between 25 Dec-1 Jan (inclusive) in addition to annual leave
- Two additional leave days to look after your wellbeing and to celebrate your birthday
- Generous pension scheme (8% employer contribution, rising to 10.5% after 2 years)
- Annual salary review (measured against inflation)
- Employee Assistance Programme
- Headspace subscription
- Working with a lovely, diverse group of people who care about building a fair, accessible justice system!



## About the Role:

JUSTICE is looking to recruit a Legal Director to join our friendly, outcome-focused and values-led team. This is a senior and highly influential role, offering an exciting opportunity for an experienced legal leader who is passionate about improving the UK justice system and committed to advancing meaningful legal and policy reform. We are looking for someone who brings deep legal and policy expertise, strategic insight and a collaborative approach to leading and delivering impactful research and policy work.

The successful post holder will be an inspiring and experienced leader with a strong background in law, policy and justice system reform, and someone who enjoys both shaping strategic direction and supporting others to deliver high quality work. You will be motivated by JUSTICE's mission to strengthen the rule of law, protect human rights and improve access to justice, bringing the confidence, sound judgement and integrity required to lead at a senior level and represent the organisation externally.

You will have strategic responsibility for planning and delivering JUSTICE's legal and policy programme, ensuring alignment with the organisation's wider strategic goals and working closely with the Chief Executive, Director of Strategy and Impact and wider leadership team.

As a leading legal and policy expert, you will play a central role in developing and maintaining strong relationships with a wide range of stakeholders, including government ministers and officials, parliamentarians, the judiciary, service delivery organisations, civil society partners and people with lived experience of the justice system. Working collaboratively with colleagues, you will help shape advocacy and influencing strategies designed to drive legal and policy reform across the UK.

You will oversee the planning, delivery and resourcing of JUSTICE's legal and policy work, ensuring strong project management, effective budget oversight and timely reporting on risks, progress and impact. You will also contribute to organisational sustainability by identifying funding opportunities and supporting fundraising efforts, recognising the importance of sustainable resourcing to the charity's long-term success.

If this sounds like something you'd be interested in and something you would enjoy doing, please do apply!

## Job Description

### Key responsibilities:

#### *Leadership and Strategy*

- Strategic responsibility for both planning and delivering of JUSTICE's legal and policy work in order to achieve JUSTICE's strategic goals.
- Alignment of legal and policy plans with JUSTICE's over-arching organisational plan working closely with the Director of Strategy and Impact and other members of the leadership team.
- Delivering JUSTICE's legal and policy work through the leadership and management of others including the legal and policy team, our corporate/external partners and civil society, providing guidance and support as required.
- Maintaining the team's high standards of policy work including research, consultation with others, and drafting to deliver high quality and meaningful legal and justice reform recommendations.
- Being a leading policy and legal expert for JUSTICE internally and externally across a wide range of areas and support the team to do the same for their separate areas of responsibility.
- Serve as a trusted expert in select external forums (e.g. parliamentary evidence, specialist conferences), working with the Director of Strategy and Impact on overall positioning and media strategy.
- Keeping up to date with key changes relevant to JUSTICE's legal and policy work and ensuring the team has the relevant information and to do their jobs to the best of their ability.
- Assesses third party intervention opportunities and responsible for recommending these to the Chief Executive and Chair.
- Work closely with the Director of Strategy and Impact who leads organisational impact, communications and external engagement strategy, to ensure legal and policy priorities are effectively translated into communications, stakeholder engagement and influencing opportunities.
- Working closely with the Director of Strategy and Impact on the delivery of the advocacy strategy.

#### *Planning and Resources*

- Oversight and responsibility for the delivery of JUSTICE's programme of legal and policy work, ensuring that 'project leads' have robust plans and are reporting against these plans, flagging risks and issues with the leadership team, the Chief Executive and the Board as required.
- Budget holder for JUSTICE's legal and policy work, responsible for building an annual budget for the team, including submitting resourcing needs as part of the annual budgetary process. Budget management in-year and regular reporting on expenditure.

### ***Policy and Legal stakeholder Relationships***

- Develop and maintain strong relationships with external stakeholders and partners, who inform and strengthen JUSTICE's legal and policy work, including service delivery organisations and individuals who have needed access to the justice system (whether or not they have achieved this). Other key partners and stakeholders include government ministers and officials (across the UK), parliamentarians
- Build consensus around issues of mutual concern with a wide range of stakeholders with the ambition to engage policy and legal decision-makers across Westminster, Whitehall, devolved governments and legislators, local/regional leaders, and the judiciary. Prioritisation and targeting of engagement is done jointly with the Director of Strategy and Impact.
- Encourage and support their team to increase and deepen their networks in order to increase the impact of JUSTICE's work.
- Ensure excellent record keeping of stakeholder activity, mindful of the limitations presented by GDPR.
- Leading and supporting their team with the organisation's legal and policy advocacy.

### ***Fundraising***

- Identify funding opportunities in day to day working and flag these in a timely fashion to the Development team.
- Support the Director of Development both directly and indirectly with JUSTICE's fundraising efforts and goals being cognisant of the importance and value of fundraising to the endeavours of the charity.

### ***Team Leadership***

- Ensure the values of the charity are integral to all our legal and policy work by actively and visibly working in line with these values and setting expectations for their team members in the same vein.
- Encourage innovation and recognise team and individual successes.
- Be an active and supportive member of the senior management team.



## Person Specification:

The successful applicant will be able to show the following mix of experience, skills and attributes:

### *Essential Experience*

- Experienced leader with proven ability to lead teams to deliver on time and to a good standard.
- Strategic thinker both in terms of impact, future policy plans and contributing to organisational goals.
- Excellent planning and project delivery skills.
- Collegiate member of a senior management team.
- Strong interest in evidence and data-led decision-making.
- Comfortable with budget building and other financial management.
- Champion and advocate for the organisation, it's work, it's people and it's impact.
- Experienced communicator at conferences, in smaller but high stake meetings and with the media (including radio, TV, podcast, social media, printed press).
- A sophisticated understanding of the practical challenges facing those accessing justice in the UK. Good knowledge and understanding of law, policy and practice on the operation of the criminal, civil and/or administrative justice system in England and Wales.
- Working knowledge from practice, the civil service or academia of the justice system.
- Awareness with an interest to build a strong understanding of international and regional human rights law and its application to the United Kingdom.
- Familiarity with the administrative law remedies in the United Kingdom including judicial review.
- Demonstrated and outstanding ability to guide and lead high quality research and drafting.
- Strong networker and ability to guide and support team with networking.
- Proven ability to work collaboratively with partners and stakeholders at all levels and diverse backgrounds.
- Strong and proven ability to engage and influence.
  - at senior levels in order to change law, policy or procedure.
- Proven experience of building and enhancing organisational reputation.
- Some experience of fundraising and a strong understanding of the intrinsic value of fundraising to a charity.
- A law or equivalent degree from a UK university.
- Experience of practicing law in one of the jurisdictions of the UK.

### *Desirable Experience*

- Programme or project management qualifications.
- Insight and experience of working with Artificial Intelligence.



## Application Process:

Please note, we are **recruiting on a rolling basis**, reviewing applications as they arrive. Early applications are encouraged, as the role will close once a suitable candidate is appointed.

To apply, please submit your CV (maximum 2 pages) and, in a separate document, a two page Expression of Interest to [via our CharityJob posting](#). You should provide evidence on how your experience to date meets the criteria in the Person Specification.

The application process will close as soon as we find the successful candidate, so please don't delay in applying now!

Your application will be sifted by the Chief Executive and a Director and if successful you will be invited to interview. Your interview panel will consist of the Chief Executive (Chair), a Director and a JUSTICE Board member. We will ask you to prepare a short presentation for the interview, which you will be informed about when invited to interview. We will do our best to ensure that you have a minimum of a week's notice of the interview and do everything possible to find a time that is convenient for you.

JUSTICE is an equal opportunities employer. We encourage applications from people of all backgrounds and welcome everyone who shares our values and purpose regardless of age, gender, race, region, socio-economic background, education, sexuality, identity, disability and neurodiversity.