

AD#14/16

**Crown Counsel (Civil and Commercial)**

Applications are invited from suitably qualified individuals to fill the post of **Crown Counsel (Civil and Commercial)** in the **Attorney General's Chambers** of the Anguilla Public Service.

The post is in **Grade C** with a salary of \$112,356 per annum. The salary for this post is subject to change depending on the experience and qualifications of the successful candidate.

**The key duties of the post are:**

1. Ensure compliance with the objectives and goals of Chambers, in so far as that can be achieved by the workings of the Civil and Commercial Team.
2. Give legal advice and guidance to the Government of Anguilla, all its ministries and departments (and where appropriate, HE the Governor) in relation to both contentious and non-contentious civil matters. In particular legal advice will include commercial, contract, banking, administrative law and judicial review.
3. Participate in the negotiation and drafting of Memoranda of Understanding in connection with potential inward investment in Anguilla
4. Represent the Government of Anguilla in all civil litigation as required in the High Court and Court of Appeal of the Eastern Caribbean Supreme Court and Judicial Committee of the Privy Council. This will include: a) instituting civil proceedings on behalf of the Crown: i) to recover moneys or property due to the Government; ii) to enforce planning and building laws and regulations, and iii) generally to protect the interests of the Government and the public; and b) representing the Crown in claims against the Government, its officers and/or employees.
5. Advise on and draft contracts between Government and third parties.
6. Appear as Crown Counsel in court in litigation both as sole advocate and junior counsel.
7. Advise and assist the Attorney General as appropriate.

8. Attend and participate in local and international conferences, seminars and workshops relating to any matters within the field of civil law.
9. Identify and provide advice to the Attorney General upon those matters of legislation, practice and procedure that would benefit from reform.
10. Develop and implement strategies for improving and maintaining a high level of Customer Service in the public sector.
11. Comply with the requirements of the Performance Management System.
12. Develop and implement strategies for improving and maintaining a high level of Customer Service in the public sector.
13. Perform any other related duties as required by the job function.

#### **PERSONAL QUALIFICATIONS**

The successful applicant must possess a sound knowledge of civil and commercial law (in particular expertise across the fields of commercial, contract, banking, administrative and judicial review) and the ability to deal with new legal precedents and unique challenges.

Strong advocacy skills (including regular appearances in the High Court and Court of Appeal of the Eastern Caribbean Supreme Court and against opposing Queens Counsel) are required.

Essential competencies also include: management, organization, leadership, resilience, ability to speak with authority and confidence.

The successful applicant will also have demonstrated effective strategic and interpretative judgment, interpersonal, communicative and negotiating skills and abilities.

Additionally, the successful applicant must possess sound knowledge and skills of the theoretical and practical legal, institutional and statutory framework in which government operates.

Applicants must be an Attorney-at-Law with ordinarily at least two (2) years post qualification experience in civil and commercial matters, one of which would preferably have been at a professional level within a government department or environment.

Persons interested in this position should obtain the necessary application form from the Department of Public Administration, The James Ronald Webster Building, The Valley, Anguilla Tel. No. 264-497-3041, Fax 264-497-2751, Email addresses: HYPERLINK "mailto: [lana.harrigan@gov.ai](mailto: lana.harrigan@gov.ai) The completed form along with supporting documentation should be returned on or before **Friday, March 18, 2016**

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Lana Horsford-Harrigan (Mrs)

Secretary, PSC

3 March 2016