

## **Professional Panel Member – Adjudication Panel**

The Council for Licensed Conveyancers (CLC) is a specialist regulator of property law services in England and Wales and require two Professional Panel Members to join the small team that makes disciplinary determinations and hears appeals against regulatory decisions taken by the CLC.

Established by the Administration of Justice Act 1985, the CLC is an Approved Regulator under the Legal Services Act 2007 and is subject to the oversight regulation of the Legal Services Board.

The CLC regulates Practices and Licensed Conveyancers and probate practitioners in the provision of reserved legal activities and other non-reserved functions (including will writing). The CLC is also a licensing authority authorised to license and regulate Alternative Business Structures.

As a result of their terms of office coming to an end shortly the CLC is seeking to appoint two Professional Members for its Adjudication Panel. The Panel makes its determinations independent of the CLC.

### **Key Information – Professional Panel Members**

- The Adjudication Panel meets on an ad hoc basis dependent on demand (approximately 5 days a year), to make disciplinary determinations and hear appeals against regulatory decisions taken by the CLC
- Except in exceptional circumstances no individual Adjudication Panel Member will be required to sit for more than two consecutive days
- The appointment is for up to 4 years initially, renewable for one further term of up to 4 years
- Panel Members are remunerated at £325 per day
- Applications must be received by Monday 25<sup>th</sup> March 2019
- Interviews will take place 4<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup> April for Professional & Lay Member posts
- Term to start May 2019 (ideally) to ensure a handover with current Panel Members
- Typically, a one stage interview process with the CLC Appointment Panel

### **Overview of the responsibilities**

- Responsible for contributing to Panel meetings and hearings
- Ensure the CLC operates within the limits of its statutory authority
- Work collaboratively with the Panel to determine appropriate out-comes on each matter
- Contribute to the continual improvement of the investigating process
- A full detailed job description can be found by visiting the CLC website

### **To be considered for the role of Professional Panel Member you will need to fulfil the following criteria: -**

- Legally qualified in the UK – Be a Licenced CLC conveyancer or practitioner able to demonstrate current experience of practicing as a Licensed Conveyancer
- Confident in analysing and evaluating evidence
- Effective team member, able to contribute strongly and robustly to debates to reach a consensual decision



- A commitment to public protection and an understanding of professional practice and regulation

The CLC are looking for a diverse range of individuals to serve as Panel Members. Interested in professionals looking for a new challenge, and who are effective at listening, questioning, and decision-making. The CLC would particularly like to encourage applications from all diverse members of community and society.

Full job descriptions can be found on the CLC website. Please refer to the privacy policy on the CLC website to understand how your data will be handled in accordance with GDPR.

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