



Appointment of Four Ordinary Members of the Section 16 Education and Training Committee of the Legal Services Regulatory Authority

- Location:** Remote and in person meetings. In person meetings will generally be held at the LSRA's office in Stoneybatter, Dublin 7.
- Remuneration:** €5,985 per annum.
It should be noted that in line with the "One Person One Salary" principle, no existing public servant will be entitled to receive remuneration for this role.
Travel and subsistence is payable at appropriate civil service rates.
- Time Requirements:** Time requirements will be dictated by the workload of the section 16 Committee. It is estimated between 10-15 meetings will be required over a fifteen month period. Additional time will be required prior to the meetings for preparatory reading.
- Number of Vacancies:** Four

1. Background

The Legal Services Regulatory Authority, the LSRA, was established under the Legal Services Regulation Act, 2015 ("the 2015 Act") as the new and independent statutory body responsible for the regulation of the provision of legal services by legal practitioners (both solicitors and barristers) and for ensuring the maintenance and improvement of standards in the provision of such services in the State. The Authority has a number of other functions, which are summarised below, and applicants should refer to the 2015 Act for full details. The Authority was formally established on 1 October 2016.

2. LSRA Functions

The Authority undertakes the following specific functions as part of its role:

- (1) Keep under review and make recommendations to the Minister in respect of:
 - a. admission requirements of the Law Society, Bar Council, and Honorable Society of King's Inns;
 - b. availability and quality of education and training, including ongoing training for the solicitors' and barristers' professions;
 - c. policies in relation to admission and, or, entitlement to practise of the Law Society, Bar Council and the Honorable Society of the King's Inns;
 - d. professional codes;
 - e. the organisation of the provision of legal services in the State.
- (2) Disseminate information in respect of the education and accreditation requirements and any other matters referred to above as the LSRA thinks fit.
- (3) Specify the nature and minimum levels of professional indemnity insurance required.
- (4) Establish and administer a system of inspection of legal practitioners for the purposes of the Act.
- (5) Receive and investigate complaints against legal practitioners.
- (6) Establish and maintain the roll of practising barristers.
- (7) Promote public awareness and disseminate information to the public in respect of legal services, including the cost of such services.
- (8) Keep the Minister for Justice informed of developments in respect of the provision of legal services including their cost.
- (9) Keep the Minister informed of developments in respect of the provision of legal services and make recommendations to assist the Minister in coordinating and developing policy.
- (10) Undertake, commission or assist in research projects and other activities in respect of the provision of legal services, which may increase public awareness and promote an improvement in standards for their provision, and make recommendations to the Minister for Justice.
- (11) Perform any other functions conferred by the Act or by regulations made under it.

3. Functions of the Section 16 Education and Training Committee

The Section 16 Education and Training Committee is a committee of the Authority established under section 16 of the Legal Services Regulation Act 2015 (as amended) to assist the Authority in delivering functions related to the education and training of legal practitioners.

The Section 16 Education and Training Committee's key role will be in assisting with the preparation work for the delivery of key recommendations made by the Authority in its report to the Minister "*Setting Standards: Legal Practitioner Education and Training*".

The report can be found here:

<https://www.lsr.ie/wp-content/uploads/2020/11/Section-34-ET-Final-Report-to-Minister.pdf>

The Legal Services Regulatory Authority made a recommendation in its report "*Setting Standards- Legal Practitioner Education and Training*" that a Legal Practitioner Education and Training (LPET) Committee should be established to exercise the following functions:

- *To set the Competency Framework for legal practitioner education and training;*
- *To develop a common set of competencies and standards for admission to professional legal training;*
- *To ensure that existing providers of legal education and training adhere to the standards required by the Competency Framework on an ongoing basis;*
- *To scrutinise and accredit new providers of legal education and training based on set criteria established by the LPET Committee;*
- *To monitor the quality of legal education and training;*
- *To encourage innovation in the provision of legal education and training;*
- *To encourage diversity in legal education and training;*
- *To engage with key stakeholders in legal education and training.*

Following engagement with the Department of Justice, and with the proposed approach having been approved by Government, the Authority has undertaken to establish a committee of the Authority under section 16 of the Act to put in place the necessary framework and processes in preparation for the introduction of the statutory LPET Committee.

The Section 16 Education and Training Committee will undertake the following key areas of preparatory work for the introduction of the LPET Committee:

- The development, as a priority and in consultation with QQI, existing bodies (Law Society, King's Inns etc.) and other key stakeholders, of competency frameworks for solicitors and barristers.
- The development of the processes which would enable a statutory LPET Committee, once required legislation has been commenced, to accredit new and existing legal education and training providers.

- An examination of the resources required by the statutory LPET Committee and a report with recommendations to the Minister on a proposed funding model.

This challenging programme of work must be completed and the relevant reports submitted to the Minister within 15 months of the establishment of the Section 16 Education and Training Committee.

The Section 16 Education and Training Committee will also be required to assist the Authority with the delivery of the *Breaking Down Barriers Implementation Plan*, which can be found here: <https://www.lsr.ie/wp-content/uploads/2024/10/LSRA-Barriers-Report-Implementation-Plan-FINAL.pdf>

4. Person Specification

The Legal Services Regulatory Authority invites applications from suitably qualified and experienced candidates for appointment to ordinary member (non-Chair) positions on the LSRA's Section 16 Education and Training Committee.

In appointing members of the Section 16 Education and Training Committee, the Authority must be satisfied that those members are independent of the professional bodies as defined by the 2015 Act i.e. the Law Society, the Honorable Society of King's Inns and the Bar Council (Bar of Ireland).

All candidates must also demonstrate knowledge and expertise at an appropriately senior level in one or more of the following:

- i. higher education or the training of members of a profession;
- ii. the design, delivery and quality assurance of education and training;
- iii. the maintenance of standards in professions regulated by a statutory body;
- iv. the carrying out of inspections;
- v. the provision of legal services;
- vi. the needs of consumers of legal services; or
- vii. business and commercial matters.

5. Term of Appointment

A member of the Section 16 Education and Training Committee shall hold office for a period of 15 months from the date of appointment and may be eligible for reappointment as a member subject to the appropriate sanction and approval being received from the Department of Justice and the Department of Public Expenditure, NDP Delivery and Reform.

6. Submitting your Application

Applications should be made electronically by email to recruit@lsra.ie and the closing date for applications **noon (12pm) on 7 March 2025.**

Please submit the following:

- ***A cover letter expressing your interest and outlining your suitability and relevant experience for the role, as per the specification above, of no more than two A4 pages.***
- ***And a detailed supporting CV of no more than four A4 pages.***

Candidates must be legally entitled to work in Ireland at the time of application.

Candidates must evidence that they are independent of the professional bodies as defined by the 2015 Act i.e. the Law Society, the Honorable Society of King's Inns and the Bar Council (Bar of Ireland).

Material submitted in excess of the requirements above will not be considered.

Late or incomplete applications will not be accepted under any circumstances.

The onus is on applicants to ensure that they have correctly submitted their applications.

IMPORTANT NOTE

Please take care when submitting your expression of interest that you ensure that your Cover Letter (and supporting CV) clearly specifies how your particular background and experience meets the requirements of the Section 16 Education and Training Committee advertised in this booklet, confirms your availability to undertake the work, and specifies your position regarding independence from the professional bodies and any conflict of interest.

This will help ensure that the Assessment Panel is as informed as possible as to the basis for your candidature and why you believe you are a person who could potentially be appointed to the Section 16 Education and Training Committee.

If you have any questions regarding the process, please contact recruit@lsra.ie

7. Assessment Process

An Assessment Panel (the "Panel") will be convened by the LSRA to consider and assess the applications received.

The Panel will:

- review and discuss the expressions of interest received against the specific appointment criteria for the role, as advertised in this Information Booklet;
- assess potential candidates further once they meet the specified appointment criteria by undertaking any or all of the following steps:

- I. Consideration of the written applications;
 - II. and/or interview/meeting/conference call; and/or
 - III. Referee checks; and/or
 - IV. Any other selection or verification method deemed appropriate.
- arrive at a shortlist of the most suitably qualified candidates (based on the information provided by the candidate) to be appointed by the Authority.

Please note that the LSRA will not be responsible for any expenses incurred by candidates as part of our selection process.

Candidates should note that canvassing on or behalf of an applicant will disqualify the applicant and will result in their exclusion from the selection process.

8. Confidentiality

Subject to the provisions of the Freedom of Information Acts, 2014, applications will be treated in strict confidence. All enquires, applications and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those directly involved in that aspect of the process.

9. Data Protection

The LSRA will process any personal data provided by you in connection with an application for this role in accordance with the General Data Protection Regulation and the Data Protection Acts 2018.

By submitting your personal data for consideration under this assessment process (including your name, address, contact details and details and the details of your education and work history contained in your curriculum vitae and covering letter as part of the application process), you acknowledge that such data may be used by the LSRA and those directly involved in the assessment process to assist and advise the Authority in relation to the appointment to the Complaints Committee.

The data will be kept for no longer that is necessary for the purposes for which that data are processed, and it shall be kept in a manner that ensure appropriate security of the data including the unauthorised or unlawful processing of data.

Further information can be found [here](#).

January 2025