# **THE** **ADVOCATE GENERAL’S PANEL OF ‘NOMINATED PRESENTING OFFICERS’ FOR THE HOME OFFICE**

**INFORMATION FOR APPLICANTS**

The Advocate General for Scotland invites expressions of interest from current Devils wishing to represent the Secretary of State for the Home Department at Immigration and Asylum First Tier Tribunal hearings in the place of Home Office Presenting Officers. Those appointed as ‘Nominated Presenting Officers’ will receive ad hoc instructions from the Home Office Presenting Officers’ Unit, over a period of six months. The level and regularity of instructions will be according to demand, and there is no minimum expectation of work.

This opportunity would suit people with an interest in or experience in immigration law.

Applications are invited from any current Devil. The number of appointments is not fixed. The appointment will relate only to the Home Office and will be for a six month period. Applicants joining the scheme will be required to read, and confirm that they have read, guidance on handling government information before they are added to the scheme.

In line with the existing ‘Junior Junior’ scheme (for recently-called Counsel) and the parallel scheme operated in England, fees are £45 per hour for preparation of appeals (to a maximum of 5 hours) and £45 per hour for appearing before the Tribunal (to a maximum of 5 hours appearance work) for each ‘list’ of cases.

Applications should be made by letter and should be accompanied by a current CV. Applications should provide the applicant’s current contact details, together with details of his or her main specialisms/areas of work and professional qualifications. Applicants should also mention any other qualifications and/or experience which they would like to be considered as part of their application.

The applications will be assessed by a panel comprising OAG solicitors and at least one Home Office official. Interviews may be held if necessary.

Applications should be emailed to [businesssupport@advocategeneral.gov.uk](mailto:businesssupport@advocategeneral.gov.uk) for the attention of Hannah Robinson and Lauren Smith by midnight on 29 March 2022.

**PRESENTING OFFICER JOB DESCRIPTION**

The Presenting Officer role requires the post holder to be able to remain positive and focused in a dynamic and fast changing environment. Applicants must be able to think quickly and proactively in a complex legal environment to deliver effective representation of the Secretary of State’s position. The post holder must be articulate under pressure and able to deliver as an effective advocate within the Tribunal environment. It is a challenging position that allows for personal flexibility and decision making in preparing and presenting cases in the first tier Immigration Tribunal.

Duties:

* Present cases before the Immigration Tribunal adhering to professional standards and ensuring conduct is appropriate to a public Tribunal.
* Maintain an effective knowledge of Immigration law and processes.
* Prepare cases in a manner that assesses their potential to be sustained and then identify key evidence to allow for effective supported argument.
* Work flexibly around any court listing changes or operational requirements.
* In an adversarial court environment provide structured cross examination and submissions to ensure appeals are upheld appropriately.
* Undertake post hearing work in a timely and accurate fashion.