

# The Role of the Senior Circuit Judge – Designated Civil Judge



## About the competency framework

The competency framework lists ways a judge who is working effectively as a Senior Circuit Judge, Designated Civil Judge might demonstrate each of the competency areas.

This framework is aligned to the Judicial Skills and Abilities framework used by Courts and Tribunals Judiciary, and the Judicial College to ensure that role holders are assessed by the same measures at every stage of their career.

When considering your application and taking part in the selection process please think how your experience is transferable to the competencies listed below. Each example you give should apply to a specific competency area. You do not need to address every bullet point in your example/s, but you should seek to address the competency area as a whole, as expressed in the description under each title.

## Leadership

Leads the judiciary at their court centre. Ensures the efficient and effective discharge of judicial business and acts as the public face of the judiciary for all court users

- Provides clear direction, planning and identifying priorities to ensure effective discharge of court business
- Leads the court(s) through personal example, working effectively with the judiciary, Presiding Judges, administrative staff, user groups and HMCTS
- Shows accessibility, providing pastoral support and encouragement to the judiciary, offering advice where needed
- Understands the requirements of other jurisdictions, providing judicial leadership and support to crime and family judges when required
- Supports, and engages with, the judiciary and HMCTS to meet the needs of the court(s) and court users and to improve efficiency
- Demonstrates the ability to manage strategic issues and implement change within their court centre(s) successfully

## Exercising Judgement

Demonstrates integrity and applies independence of mind to make incisive, fair and legally sound decisions

- Makes decisions by applying the relevant law and procedure in progressing the case
- Demonstrates independence of mind
- Ensures fairness; demonstrates integrity and acts without bias and prejudice, especially in challenging, highly complex situations
- Communicates decisions with confidence, in a timely and appropriate manner
- Shows appreciation of the impact of a decision, including its wider consequences

## Possessing and Building Knowledge

Possesses a detailed knowledge of the law and practice of the civil jurisdiction. Demonstrates an ability and willingness to learn and develop professionally, encouraging others to do so as well

- Demonstrates extensive knowledge of the law and procedure of the civil jurisdiction
- Demonstrates a high ability to acquire knowledge, especially of highly complex subject matter
- Keeps abreast of changes in law and wider society
- Pursues, and supports others in, continuous learning and professional development, regularly sharing information and knowledge locally and, when appropriate, nationally

## Assimilating and Clarifying Information

Quickly assimilates information to identify essential issues, develops a clear understanding and clarifies uncertainty through eliciting and exploring information

- Effectively assimilates and processes large amounts of complex information from multiple sources
- Keeps an open mind and does not reach premature conclusions
- Identifies and focuses on the relevant issues and encourages others to do the same
- Weighs material fairly in order to reach a reasoned decision

## Working and Communicating with Others

(‘Others’ refers other colleagues, advocates, parties, witnesses and all other court users)

Conducts proceedings appropriately, values diversity and shows an appreciation of the wider impact of communications. Demonstrates good communication skills and empathy. Builds rapport with court users, where appropriate

- Demonstrates courtesy and authority, instilling confidence in others by using effective verbal and non-verbal communication
- Listens attentively and patiently, providing all parties with a fair opportunity to present relevant evidence and participate fully in the hearing
- Shows an awareness of the importance of diversity, takes an anti-discriminatory approach and demonstrates sensitivity to the particular needs of different communities and groups
- Communicates succinctly and in a well-reasoned manner, using technical language only when necessary, ensuring that complex information is understood
- Provides direction and facilitates co-operation amongst litigants, when needed, using appropriate strategies to maintain control and defuse tension

## **Managing Work Efficiently**

Works and plans effectively to make the best use of resources available to deliver an efficient Judicial system

- Allocates time and prioritises tasks effectively, delegating where appropriate, ensuring efficient completion of workload
- Resolves problems independently but seeks advice and offers assistance to others when appropriate
- Demonstrates resilience and deals effectively with high pressure situations
- Responds calmly and flexibly to changing circumstances
- Utilises available resources, promoting available technology to carry out the role in the most efficient way