

Solicitor

Reporting to: Legal Director

Contract type: 1-year fixed term contract, with a three-month probationary period and likely extension to permanent

Salary: £44,000 - £64,000 per annum commensurate with experience

Hours of work: Full-time, 37.5 hours per week worked Monday to Friday. (Note — currently in month nine of a 32 hours 4 day week trial.)

Location: Flexible within the UK. We have an office in London but we also provide for remote and hybrid working.

Benefits: 25 days paid annual leave per annum plus all public and bank holidays, company pension scheme; parental leave; flexible working; company-provided MacBook; home-working allowance after successful completion of probationary period.

Job Purpose

Who we are

AWO is the leading agency on modern technology, offering public policy and legal services. We are best known for our unique offering in the rapidly developing areas of digital technology and data protection, including worked experience on legal issues arising from the use of AI. By bringing together renowned sector experts and award-winning solicitors, we have grown to be the standout firm in these areas. Our team have unparalleled expertise in these areas, which we use to help a diverse range of clients navigate complex areas of law in a rights-respecting, socially responsible and commercial way. We are regularly instructed on matters that shape technology for the better.

AWO's work is growing in scope and scale, resulting in an exciting opportunity for a new team member to help deliver our litigation and advisory work to clients across the firm.

Our litigation work

We are instructed on leading cases relating to digital technology, from the leading regulatory complaint relating to online advertising, to challenges on how political parties use data, to challenging data practices of larger tech platforms. Cases that you will be working on include [Tanya O'Carroll v Meta](#), which will change online advertising, challenges to remote gambling [profiling practices](#) and facial recognition [technology](#). Our current caseload also includes cases related to the social impact of technology, such as litigation to protect children's rights online and cases aimed at curbing the addictive nature of certain technologies.

Advisory work

In addition to our contentious case load, we are often instructed in an advisory capacity. This includes advising on contemporary and pressing issues, from the impact of developing technology such as AI, to advising the European Digital Media Observatory on the proposed European Code of Conduct for researchers to access platform data under the Digital Services Act, to advising on reforms to legislation concerning developing technology.

Our advisory work relates to new and emerging issues, which in turn presents stimulating and novel areas to be involved in. Your advisory role will often include advice on how to avoid litigation.



What we are looking for

We are looking to recruit a recently qualified solicitor, of 0 – 3 years PQE to join our flourishing legal department, but will also consider strong candidates from qualified lawyers from the EU. You will have the opportunity to work across our range of contentious and non-contentious matters. You will work on legal regulations concerning technology, data rights and information law, principally the GDPR, Data Protection Act, PECR, the Electronic Commerce (EC Directive) Regulations 2002, the Online Safety Act and rights under the Freedom of Information Act 2000). We also advise on issues arising from the Digital Services Act and Digital Markets Act.

You will work alongside our Legal Director, Ravi Naik, and the wider legal team. You will have the opportunity to contribute to the development of the overall work of the legal department as well as your own practice. Our clients include NGOs, IGOs, Unions, government agencies, corporate actors, and individuals.

This is an exceptional opportunity to build on the work of a busy and successful practice developing your own profile and case load. You will be given your own platform to build a profile, exposure to agenda-setting strategic litigation matters and high-profile clients.

You will be supported and encouraged in developing AWO and your own practice in new directions, in coordination with the Legal Director and senior solicitors. Unlike other Solicitor positions, you will be given the chance to shape your own position and case load. We are looking for someone who will fully embrace this opportunity and look to grow with us.

Job Duties and Responsibilities

Advisory and contentious work related to rights and technology as a Solicitor in our legal department.

Developing AWO's core practice, whilst developing your own practice and case load. Work at AWO will involve acquiring legal skills and specialist knowledge not required in other practices. Strong intellectual and analytical skills are important, as well as the ability to handle complex and novel matters. You will be developing strategic litigation challenges from concept through to determination by the courts. We will provide support to help you acquire the necessary expertise and have a proactive approach to staff development.

You will enter AWO as a Solicitor expected to work on a diverse and novel range of matters, across our practice. We are fortunate to be able to be involved in some of the most interesting contentious and non-contentious work relating to technology. Our work spans public policy, strategic research and legal work. You will have an opportunity to work across AWO's departments and teams.

You will be given a unique opportunity to develop and shape the growth of AWO and your own career. Relative to equivalent PQE roles at other firms, you can expect significantly more responsibility and exposure to clients, a wider network, and interaction with the press. We see AWO's success and your developing reputation in the field as mutually reinforcing: this is a role for an ambitious Solicitor.

You will work on all aspects of contentious and non-contentious matters. The broad scope of the work is as follows:

Litigation work

You will work on all aspects of contentious cases, including:



- Client care, including establishing and confirming retainers.
- Obtaining instructions from clients.
- Analysing legal and practical elements of instructions and obtaining necessary evidence and material to make a case good.
- Considering and developing strategies on cases, both with clients and within the AWO team.
- Engaging in correspondence with parties on cases, such as pre-action correspondence and correspondence throughout the case.
- Conducting litigation through to trial and to dealing with settlements.
- Identifying appropriate experts on cases to advise on aspects of the case as and when they may arise, including liaising with those experts and their institutions.
- Working on cases by providing appropriate strategic and legal input throughout, to think through how to achieve the most successful outcome for each client according to the circumstances of their case
- Ensuring the timely and effective deployment of a wider legal team, including counsel and experts
- Keeping clients abreast of developments on a case in a timely and diligent fashion
- Complying with the Civil Procedure Rules

You will be expected to litigate in (i) Tribunals, such as the Information Tribunal; (ii) civil courts including the County Court and the Media and Communications List of the KBD (iv) the Administrative Court and (v) before the ICO.

You will also be given direct client contact and be expected to develop and grow your own case load and network. Our work is regularly subject to media attention, so you will be given opportunities and access to media networks.

You will always be supervised and have access to senior members of AWO's team. At the same time, you will have room and will be encouraged to provide your own strategic and legal thinking on cases.

Advisory work

You will be expected to combine knowledge of the law with strategic thinking. Assisting with complex advice such as:

- Issues arising under the GDPR, such as legal basis for processing and data subject rights.
- Advising on Artificial Intelligence in practice, including intersections between data protection and AI, advisory work on AI in the workplace for national unions, and securing effective protection from AI harms.
- Assisting with responses to ICO complaints and investigations.
- Advising on the use of targeted advertising, cookies and new technologies.
- Advising on the use of data in complex environments, such as the protection of personal information by political actors.

AWO is an agency with multiple departments, and you will work in collaboration with colleagues across the agency to provide policy work and input. As a small team, everyone is involved with project management tasks including logistics and general administrative planning to deliver client work and projects to deadlines.

It is expected that you will maintain contact with clients, suppliers and consultants to facilitate good communication, ensure tasks are completed, monitor and flag risks and issues.



Client relationships

- Deal with clients in a sensitive, professional, and competent way and to communicate with clients regularly.
- Identify clients' objectives and seek further instructions to be able to deliver on those objectives.
- Build new relationships while working with and maintain the relationships AWO already has.

Promoting AWO

- Act as an ambassador for AWO and our clients.
- Develop new relationships outside AWOs existing network and reach.
- Contribute to the development the department, including through active press, online media and social engagements.
- Support the firm's marketing strategies and represent the firm credibly in external dealings.
- Present seminars, write articles, join and participate in professional and other relevant organisations.
- Organise and participate in AWO events, such as panels and discussions
- Engage with the media, providing quotes and interviews.
- Represent AWO in the legal profession more generally and take a proactive role in promoting the aims and objectives within the profession, including with the Law Society, other solicitors, barristers, academic institutions and beyond.



Person Specification

This is a unique and exciting opportunity for a recently qualified Solicitor, keen to develop within a small but growing organisation.

Qualifications

- The ideal candidate will be qualified to practice in England & Wales, with 0 – 3 years relevant PQE. We will, however, consider applicants from all ranges of qualification.
- We will also consider applications from qualified lawyers from the EU.
- A high standard of academic achievement, preferably a 2:1 or higher at degree level. Advanced qualifications would be desirable.

Experience

Essential

- Previous work experience in data protection and related laws such as PECR, ideally as a solicitor in a law firm. .
- If qualified to practice in England & Wales, then experience and knowledge of the Civil Procedure Rules and related procedural principles. Experience in dealing with complex and challenging case work in a timely manner without compromising on the quality of the work
- Experience of advising clients throughout different stages of a matter.

Desirable

- Experience in a complementary legal area, such as competition, EU law or IP would be welcome.
- Familiarity with technical aspects of modern technology, such as AI and data processing
- Degrees in technical systems, such as computer science.
- An existing network of contacts and case load.
- Experience working with diverse and/or remote teams; understanding of nature of remote work environment.

Competencies and Skills

- **Subject matter expertise** – you possess excellent, detailed and technical understanding of the relevant legal issues
- **Analytical reasoning** – you can perform sound analysis on complex factual and legal situations. Through your analysis you can identify critical connections and patterns to be able to advise clients as to the options available.
- **Communication** – you proactively communicate with clients, team members and other stakeholders on the progress of project deliverables in a way that is clear and respectful.
- **Organisation and case management** – you develop and manage your own casework to ensure timely completion of deliverables, completed to a high standard. You can undertake a wide range and variety of tasks with conflicting deadline and manage changing priorities.
- **Problem solving** – you break down problems into smaller ones to focus efforts on. You identify new information to key decision-makers to support their understanding and decision-making processes.
- **Teamwork and collaboration** – you work collaboratively with other team members to deliver business and client objectives. You appreciate the nature of a remote-first team environment and develop supportive and responsive relationships with team members, other staff, and stakeholders.
- **Writing** – you write on complex and highly specialised issues in a logical and comprehensive manner, which conveys critical nuances and qualifies to facilitate understanding of the material. You proof your written work so that it requires little to no spelling or grammatical edits. Your



writing is clear, concise and engaging and suitable for a range of audiences (e.g., lay clients with no technical knowledge through to regulators with specific and detailed knowledge)

Attributes

- **Aligned** - affinity for AWO's mission, values and approach to technology and policy.
- **Curious** - willing to explore when confronted with the unknown.
- **Creative and strategic thinker** – able to think outside of the box when confronted with challenges.
- **Comfortable with ambiguity** - able to find a solution to achieving goals without precise instruction on getting there.
- **Detail-oriented** – considers all aspects of the task at hand with precision and accuracy.
- **Flexible** – able to pivot across tasks and issue areas as needed.
- **Remote** – comfort and desire to work predominantly from home.
- **Self-starter** – proactive and enthusiastic in identifying challenges and opportunities.
- **Solutions-focused** – pragmatic in ability to think through issues and apply practical solutions.

