

Magisterial Competences and Workplace Skills

After the first year, magistrates will have demonstrated – and been trained in – the competences below. Even if they have these skills already, they are often enhanced. Later on, further skills can be developed with different roles, eg chairing a court, becoming a mentor or appraiser, taking part in presentations about the magistracy to community groups.

Competence	Elements	Work Tasks this Might Relate To
Managing Yourself	<ul style="list-style-type: none"> • reading paperwork, using reference material • agreeing tasks with the team • identifying potential conflict and legal issues • focusing attention and listening skills • note taking • identifying questions • awareness of others/observation in the courtroom • acting with authority and impartiality • learning to assess your own performance. 	<ul style="list-style-type: none"> • any situation where you have to manage yourself effectively eg being punctual, reliability etc • being responsible • dealing with paperwork/reading reports: magistrates learn to absorb high volumes of information quickly and accurately • contributing to appraisals for yourself or others • prioritising and delegating your own workload and that of others • understanding colleagues'/management's/clients' points of view.
Working as a member of the team	<ul style="list-style-type: none"> • expressing your views clearly • justifying your opinions, giving reasons for them • team work and negotiating skills • diplomacy • challenging stereotypes • communication techniques • knowing when to seek appropriate advice • taking joint responsibility for decisions which will affect people's lives. 	<ul style="list-style-type: none"> • any work that involves dealing with people effectively • negotiating with others, listening skills • dealing with the public: magistrates encounter all sectors of society, so skills/knowledge gained from this support any frontline role • contributing effectively to formal meetings • enabling a team to reach a decision together.
Making Judicial Decisions	<ul style="list-style-type: none"> • sifting evidence to decide whether it is relevant • identifying what effect a decision will have • setting aside prejudices, basing decisions on evidence • giving reasons for the courts decision • balancing interests against each other (like community protection, needs of the victim, needs of the offender, other factors). 	<ul style="list-style-type: none"> • any decision where there are a number of choices, eg project decisions for managers, practical decisions for supervisors • dealing with workplace issues, such as disciplinaries and grievances • presenting a clear business case with structured arguments, providing the right evidence to support it • management, contract management, grant applications.

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www.magistrates-association.org.uk or www.direct.gov.uk/magistrates