



## **IDENTIFICATION**

<b>Department</b>	<b>Position Title</b>	
Justice	Legal Counsel III	
<b>Position Number</b>	<b>Community</b>	<b>Division/Region</b>
82-14414	Yellowknife	Legal Division

## **PURPOSE OF THE POSITION**

The Legal Counsel III position is responsible for ensuring that the administration of public affairs accords with the law as well as conducting litigation on behalf of the Government and/or providing legal advice to, and legal services for, the Government.

## **SCOPE**

This position is in Yellowknife and reports to the Director of the Legal Division. The incumbent works independently on matters of recognized complexity. Most of the work is assigned in a general way by the Director. The incumbent completes assignments with general supervision and works independently with clients. The incumbent also recognizes and delineates significant issues.

## **RESPONSIBILITIES**

### **1. Provides services to Ministers and senior public servants.**

- Researches, analyzes, and completes complex legal files.
- Conducts matters which require originality and constructive effort.
- Negotiates and finalizes the settlement of complex matters.
- Works directly with the client department in the conduct and conclusion of files.

## **WORKING CONDITIONS**

### **Physical Demands**

Those experienced in a typical GNWT office environment.

### **Environmental Conditions**



Those experienced during fly-in circuit courts to small communities and in particular, informal court settings.

### **Sensory Demands**

Those experienced in a typical GNWT office environment.

### **Mental Demands**

Those experienced in a typical law practice environment.

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Law degree and membership in the NWT Bar.
- Good working knowledge of and experience in:
  - the laws of Canada and the Northwest Territories
  - Aboriginal and northern issues in general, and/ or
  - Government policies and initiatives
- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion and cultural awareness, as well as safety and sensitivity approaches in the workplace.

### **Typically, the above qualifications would be attained by:**

Five or more years doing either similar legal work as contemplated, or of a type and breadth as to demonstrate competence in a government legal counsel environment.

Equivalent combinations of education and experience will be considered.

### **ADDITIONAL REQUIREMENTS**

#### **Position Security (check one)**

No criminal records check required.  
 Position of Trust – criminal records check required.  
 Highly sensitive position – requires verification of identity and a criminal record check

#### **French language (check one if applicable)**

French required (must identify required level below)

Level required for this Designated Position is:

**ORAL EXPRESSION AND COMPREHENSION**

Basic (B)  Intermediate (I)  Advanced (A)

**READING COMPREHENSION:**

Basic (B)  Intermediate (I)  Advanced (A)



**WRITING SKILLS:**

Basic (B)  Intermediate (I)  Advanced (A)   
 French preferred

**Indigenous language:** Select language

Required  
 Preferred