



IDENTIFICATION

Department	Position Title	
Justice	Legal Counsel III	
Position Number	Community	Division/Region
15524	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 Supervising Counsel, Solicitor 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 Supervising Counsel. 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