



IDENTIFICATION

Department		Position Title	
Justice		Supervising Counsel, Litigation	
Position Number	Community	Division/Region	
82-5995	Yellowknife	Legal Division	

PURPOSE OF THE POSITION

The Supervising Counsel, Litigation 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. This position also provides supervision and organizational management of Legal Counsel for the Litigation Team within the Legal Division.

SCOPE

- Reports to the Director, Legal Division
- Supervises Legal Counsel (6-8 staff)
- Responsible for organizing and scheduling the assignment of Legal Counsel for labor arbitrations, human rights hearings, Maintenance Enforcement hearings, and other types of litigation matters as they arise
- Recognized expert in law
- Provides specialized legal services
- Is assigned the most complex and important legal matters
- Impact of advice and opinions is significant

RESPONSIBILITIES

- Works closely with Ministers and senior public servants
- Evaluates and analyses the legal impact of major and controversial decisions
- Gives legal opinions on very complex issues
- Conducts unique matters which require originality and constructive effort
- Completes assignments with no supervision



- Works independently with clients
- Recognizes and delineates significant issues
- Negotiates complex and important matters
- Supervises the Litigation Team and acts as mentor to junior legal counsel

WORKING CONDITIONS

Physical Demands

No unusual demands.

Environmental Conditions

No unusual conditions.

Sensory Demands

No unusual demands.

Mental Demands

Those experienced in a typical Law practice environment. Travel is required to remote communities during fly in circuit court, most times in an informal setting.

KNOWLEDGE, SKILLS AND ABILITIES

- Law degree and membership in the NWT Bar;
- Full working knowledge of experience in:
 - the laws of Canada and the Northwest Territories
 - The Rules of Court in the Northwest Territories
 - General litigation practices and procedures in the Northwest Territories
 - Indigenous and northern issues in general, and
 - 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:

Many years of experience, particularly in the Northwest Territories, a high level of knowledge and expertise in the law, and the respect of the judiciary, clients and colleagues. At least 2 years of experience supervising or providing leadership to legal counsel.

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 records 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