



Legal Counsel

Full-time, Permanent (33.75 hours/week)

Reporting to the Director of Services, the Legal Counsel represents The Children's Aid Society of the District of Thunder Bay (Agency) in the conduct of child protection proceedings before the courts. This includes all activities related to protection applications involving pleadings, court attendance, including trials and motions. The Legal Counsel represents the Agency in other judicial or quasi-judicial proceedings (e.g., inquests/inquiries), and acts as chief liaison between the Agency and the courts to promote efficient conduct of child protection litigation. Legal Counsel is guided by and adheres to the most up to date standards, directives, regulations, and legislations including but not limited to the Child Youth and Family Service Act (CYFSA) and Ontario Family Law Act. This position is a member of the management team, and actively participates in the strategic planning of Agency service.

POSITION QUALIFICATIONS AND REQUIREMENTS:

- Bachelor of Law, LL. B, required.
- Consistently maintains membership in good standing with the Upper Canada Law Society.
- Current knowledge of child protection law, and rules of procedure and applicable laws of evidence, experience in family and child related litigation is preferred.
- Upon hire, submission of a current Criminal Records Search with Vulnerable Sectors Search, satisfactory to Employer.
- Required to work flexible hours, travel regularly as determined by the respective Director in relation to the service requirements.
- Demonstrated excellence in conflict resolution, mediation, and problem solving.
- High level of initiative and self-direction.
- Contribute to a culture of diversity, equity, and inclusion with a commitment to the elimination of disparity and disproportionality in service outcomes.
- Demonstrated competencies in program development, implementation, and evaluation.
- Demonstrated advocacy, proven litigation skills, conflict resolution, mediation, negotiations, and communication skills.
- Strong organizational and administrative skills.
- Excellent interpersonal and communication skills to establish and maintain effective working relations and to develop strong, effective teams.

MAJOR RESPONSIBILITIES:

- Consulting with Agency staff in preparing legal documentation, providing legal advice and recommendations, negotiating resolutions, and advocating on behalf of the Agency in proceedings before the Ontario Court of Justice at all stages of litigation.
- Assuming responsibility, in consultation with the Director of Services, for managing the Agency's legal team, legal services budget, including all related costs such as trials and court ordered assessments.
- Assists in the development and ongoing maintenance of Agency policies and procedures which enhance the quality of legal service practices within the Agency.
- Providing legal advice and guidance to Agency staff on the interpretation and application of the CYFSA and its successor legislation and other legislation pertaining to child welfare or family law.
- Preparing cases for presentation in court, when required, by coordinating the gathering of all information and evidence, drafting and/or reviewing pleadings, affidavits, briefs, orders, and other documents for filing with the court and preparing witnesses.
- Representing the Agency in CYFSA matters before the court, conducting child protection litigation on behalf of the Agency in courts, and prepares cases appropriately in advance.

Application Information – Applications Received to November 7, 2023 @ 5:00pm

The preferred method of application is to submit a cover letter and resume on-line at www.thunderbaycas.ca "Career Opportunities". Individuals may also submit directly to: Amy Wrigley, Director of Human Resources, The Children's Aid Society of the District of Thunder Bay, 1110 Jade Court, Thunder Bay, ON P7B 6M7

The Society is committed to supporting and advancing equity, diversity, and inclusion in our organization and the society in which we serve. As such, we are expressly interested in receiving inquiries and applications from individuals who identify themselves as Indigenous, racialized, or equity seeking in order to better reflect the demographic profile of Thunder Bay and District.

TBCAS is committed to a candidate selection process and work environment that is inclusive and barrier free. In order to ensure candidates are assessed in a fair and equitable manner, accommodations will be provided to prospective employees in accordance with the Accessibility for Ontarians with Disabilities Act (AODA) and the Ontario Human Rights Code.

We thank all applicants; however only those considered for an interview will be contacted.