Northwest Territories

IDENTIFICATION

Department	Position Title	
Department of Justice	Legal Counsel III	
Position Number(s)	**Community(s)**	**Division/Region(s)**
82-8012	Yellowknife	Legal Division

PURPOSE OF THE POSITION

- Ensures that the administration of public affairs accords with the law
- Conducts litigation on behalf of the Government, and/or
- Provides legal advice to, and legal services for, the Government

SCOPE

- Works independently on matters of recognized complexity
- Majority of work is assigned in a general way by the Director
- Completes assignments with general supervision
- Works independently with clients
- Recognizes and delineates significant issues

RESPONSIBILITIES

- 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

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

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.

WORKING CONDITIONS

(Working Conditions identify the ***unusual and unavoidable***, externally imposed conditions under which the work must be performed and which create hardship for the incumbent.)

Physical Demands	Frequency	Duration	Intensity
Those experienced in a typical GNWT Office Environment			

Environmental Conditions	Frequency	Duration	Intensity
Those experienced during fly-in circuit courts to small communities and in particular, informal court settings			

Sensory Demands	Frequency	Duration	Intensity
Those experienced in a typical GNWT Office Environment			

Physical Demands	Frequency	Duration	Intensity
Those experienced in a typical law practice environment			

ADDITIONAL REQUIREMENTS

Position Security (check one)

- ❑ No criminal records check required
- x Position of Trust – criminal records check required
- ❑ Highly sensitive position – requires verification of identity and a criminal records check

Official Language Considerations (check one)

- x Not required
- ❑ Bilingual required (state language):_____

Government of
Northwest Territories

IDENTIFICATION

Department	Position Title	
Justice	Legal Counsel IV	
Position Number	**Community**	**Division/Region**
82-1951	Yellowknife	Legal Division

PURPOSE OF THE POSITION

The Legal Counsel IV 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 located in Yellowknife and reports to the Manager, Litigation with Legal Division. The Legal Counsel IV works independently on complex matters. The majority of work is assigned in a general way by the Manager and/ or Director. The impact of advice and opinions provided is important to the Government. The incumbent completes assignments with no supervision and works independently with clients.

RESPONSIBILITIES

1. **Provides services to Ministers and senior public servants.**
   - Evaluates and analyzes the legal impact of major and controversial decisions;
   - Gives legal opinions on very complex issues;
   - Conducts matters which require originality and constructive effort;
   - Recognizes and delineates significant issues;
   - Negotiates complex and important matters;
   - Supervises or acts as mentor to junior legal counsel.

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;
- Full working knowledge of experience in:
    - the laws of Canada and the Northwest Territories
    - Aboriginal and northern issues in general, and/or
    - Government Policies and Initiatives

Typically, the above qualifications would be attained by:

Ten or more years of experience as legal counsel practicing in the same of similar areas of law is generally required.

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

Government of
Northwest Territories

IDENTIFICATION

Department	Position Title	
Justice	Legal Counsel V	
Position Number	**Community**	**Division/Region**
82-1669	Yellowknife	Legal Division

PURPOSE OF THE POSITION

The Legal Counsel V position: Ensures that the administration of public affairs accords with the law; Conducts litigation on behalf of the Government, and/or Provides legal advice to, and legal services for, the Government.

SCOPE

Is a Recognized expert in Law. Provides specialized legal services. Is assigned the most complex and important legal matters. The Impact of advice and opinions is significant.

RESPONSIBILITIES

1. Works closely with Ministers and senior public servants
2. Evaluates and analyzes the legal impact of major and controversial decisions
3. Gives legal opinions on very complex issues
4. Conducts unique matters which require originality and constructive effort
5. Completes assignments with no supervision
6. Works independently with clients
7. Recognizes and delineates significant issues
8. Negotiates complex and important matters
9. Supervises or 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

No unusual demands. Some travel may be required.

KNOWLEDGE, SKILLS AND ABILITIES

Full 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

Typically, the above qualifications would be attained by:

Law degree and membership in the NWT Bar, and 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 as accorded to an individual who deserves and has earned it.

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