

Position:	General Counsel	Hours:	35 hours/week - Flexibility is required (Monday – Friday 8:30 AM - 4:30 PM)
File No.:	FACSFLA-2021-58	Number of Positions:	1
Employment Type:	Full-time Permanent	Location:	Kingston, ON
Date Posted:	March 26, 2021	Closing Date:	April 11, 2021

Position Summary:

The General Counsel will Provide legal counsel to the Agency on child welfare/CYFSA-related matters.

Minimum Qualifications:

- University degree in law (LLB or JD) or alternate qualification recognized by the Law Society of Ontario
- Licensed to practice law as a lawyer in the Province of Ontario and in good standing with the Law Society of Ontario
- Minimum 2-3 years' experience since Call to the Bar, representation of an Ontario child protection agency and/or child protection litigation experience is preferred.
- Outstanding litigation and advocacy skills, legal analytical ability, and the ability to provide sound and well-considered legal advice, direction and information to the Agency's child protection staff and managers with respect to child protection matters, and ability to receive and act on instructions from a corporate client.
- Excellent presentation, negotiation, and communication skills, both in-house and externally to the Agency as required.
- Excellent demonstrated organizational skills and ability to work to deadlines and determine work priorities.
- Demonstrated ability to support and implement transformative change and promote innovation that meets the needs of the organization and clients; able to adapt to change and demonstrate resilience.
- Demonstrated knowledge of diversity, equity and inclusion and the intersecting issues that impact marginalized identities. Knowledge from lived experience is considered an asset.
- Demonstrated understanding of and sensitivity to the experiences of First Nations, Inuit and Métis peoples in Canada, the impact and legacy of Residential Schools, the "Sixties Scoop" and Child Welfare upon them is preferred.
- Demonstrated understanding of the negative impact of the over-representation of Black children, youth and families in the child welfare system and the continued impact this has on Black children, youth and families involved with the child welfare system.

- As Kingston is a designated French Language services area under the French Language Services Act French communication skills are an asset.
- Outstanding interpersonal skills and the ability to relate well to other professionals and individuals in a corporate setting and in the community at large
- Strong leadership, administrative and supervisory ability
- Ability to work effectively and as a team with colleagues

JOB DESCRIPTION

Health and Safety:

- Work in compliance with the Occupational Health and Safety Act and Regulations and Agency's health and safety policy and procedures.
- Identify and report any health and safety issues.
- Assist in the development of health and safety solutions through a Joint Health and Safety Committee representative.
- Promote health and safety in the workplace.

Legal Presentation of the Agency Under CYFSA and Regulations:

- Carry a caseload of child protection matters before the Family Court
- Consult and provide legal advice to direct service staff, managers and senior management, on all legal aspects of ongoing child protection work, particularly with respect to Applications under CYFSA interpretation and application of relevant substantive and procedural law, legal framework for case planning, and processes and requirements of Family Court of the Superior Court of Justice and appellate Courts as needed. This also includes, but is not limited to, Child and Family Services Review Board hearings and Expungement hearings.
- Conduct Child Protection Litigation: Maintain familiarity with all assigned cases in which child protection orders are sought. Oversee and assist with preparation of documentary material required for presentation in Family Court, including Protection and Status Review Applications, Plans of Care, Agreed Statements of Facts, and all other required supporting documents, Motions, supporting Affidavits. Prepare Settlement and Trial Management Conference Briefs, and Factums when required. Work with child protection staff and others on all aspects of Court preparation. Attend for all Court appearances required, including appellate disposition.
- ADR: Liaise and negotiate with counsel for parents and counsel for children, with a view to resolving child protection cases. Work with child protection staff and managers in pursuit of appropriate methods of Alternative Dispute Resolution options to achieve expeditious and satisfactory outcomes in child protection proceedings.
- External Legal Communication: Ensure legal communication and documentation of same, with counsel for parents, children and other parties and persons as appropriate.
- Communication with Outside Service Providers: Liaise regarding cases in Court, with outside community agencies, service providers and medical and educational professionals and services which may be involved in child protection matters,

particularly when persons representing such agencies or bodies are required to attend at Court.

- Liaise with the judiciary and administrative staff of Family Court and appellate Courts as necessary, with respect to case management.

Human Resources:

- Assist in hiring and orienting department staff as required and assist with provision of orientation to legal services for other new staff members.
- Ensure compliance with applicable legislation and the collective agreement and maintain a positive climate through attendance at regular team meetings, participation in problem solving and by resolving issues.

Staff Training and Development:

- Train child protection staff on court-related aspects of the Child, Youth and Family Services Act and Family Law Rules and regarding presentation of matters before the Family Court, as required.
- Train staff and management in all aspects of child protection litigation, including: the Child, Youth and Family Services Act, Family Law Rules, law of Evidence, preparation of documentation, giving evidence, as required.

Community Relationships and Professional Development:

- Liaise with members of the legal community and community-based agencies to support and enhance the role of the Society in the community at large and in the legal community in which it operates. Assist in overseeing clinical placement students from Queen's University Faculty of Law.
- Liaise with Legal Departments or Legal Representatives of other Children's Aid Societies as well as through the OCCAS (Organization of Counsel for Children's Aid Societies).
- Maintain working familiarity with trends in literature and policy respecting child protection.
- Maintain familiarity with and understanding of current substantive and procedural law in child protection (Child, Youth and Family Services Act and the Family Law Rules) as well as in related areas such as the law of Evidence, Charter of Rights and Administrative law, law of Civil Procedure, Family Law and Conflict of Laws as well as statute law and amendments.
- Maintain a good working understanding of current child welfare thinking and professional continuing legal education within the guidelines and directions prescribed by the Law Society of Ontario.
- Promote and develop effective and collaborative community relationships; commit to ongoing learning, self-reflection, and action to reduce the overrepresentation of service to marginalized and equity seeking groups of children, youth, and families.
- Acquire and update professional skills and knowledge through continuing education.

Organizational Leadership:

- Contributes to a culture of transparency within the organization, community and system that builds commitment to continuous improvement and service excellence.
- Reinforces high standards of professionalism, integrity and ethics.
- Shapes a result-focused culture founded on equity, respect and compassion.
- Fosters the values and principles of the organization.

Other:

- Provide legal advice and opinion to the Agency and/or consultation and support to outside counsel (e.g., Constitutional challenges, negligence etc.) as required.

How to Apply:

- To apply, please email your resume and cover letter quoting the competition file number and title of position you wish to apply for, to: hr@facsfra.ca. Interested and qualified applicants are invited to apply in writing by April 11, 2021.
 - Please include the competition number and the title of the position in the subject line of the email.
 - Please submit cover letter and resume as single attachment.
 - When applying for multiple positions, please submit a separate application for each position following the above instructions.
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For further information, please visit our website: [Family and Children's Services of Frontenac Lennox and Addington](#)

We would like to thank all applicants; however only those selected for an interview will be contacted.

The Agency will provide support in its recruitment processes to applicants with disabilities, including accommodation that considers an applicant's accessibility needs. If you require accommodations during the interview process, please contact Human Resources at hr@facsfra.ca

NOTE: We are a scent-free workplace.