



PCAS23-061 – Legal Counsel (Regular Complement)

Position: Legal Counsel

Salary Grade: 2 Non-Union (\$102,402 - \$125,445)

Closing Date: June 5, 2023

Status: Regular Complement

ROLE

Under the supervision and direction of the Director of Legal Services, Legal Counsel will provide comprehensive legal representation, consultation and training in all matters related to the mandate and activities of the Society under the *Child, Youth and Family Services Act*.

QUALIFICATIONS/EXPERIENCE

- A Bachelor of Laws or a Juris Doctor degree from a recognized university and a licensee entitled to practice law in the province of Ontario,
- At least 1 year of related experience in relevant child & family legal matters, or one year of work experience with a CAS Agency.
- Knowledge of the *Child Youth and Family Services Act* and associated Regulations, the Family Law Rules, related legislation and jurisprudence.
- Solid advocacy skills and courtroom experience including knowledge of case preparation, presentation and litigation techniques.
- Superior interpersonal, oral and written communication and consultation skills.
- Demonstrated commitment and ability to work as a team member.
- Demonstrated ability to prioritize work.
- Demonstrated analytical and problem solving skills.
- Ability to deal with confidential and sensitive issues by exercising judgment and discretion.
- Computer literate.
- High ethical standards.
- Proficiency in French language an asset

RESPONSIBILITIES

Consultation and Advice:

- Supports, collaborates, and consults regularly with the Director of Legal Services.

- Identifies high risk, high profile, complex legal matters and consults and collaborates with the Director of Legal Services.
- Ensures current knowledge of all relevant legislation, jurisprudence, public policy, government directives related to child welfare and information management.
- Provides legal consultation and advice to social work and information management staff.
- In consultation, guides social work and management staff on all legal and information management matters.
- Facilitates and participates in regular case management meetings and works in collaboration with social work staff in arriving at realistic recommendations within an evidentiary and legislative framework with a focus on the best interests of the child and the signs of safety framework.
- Maintains accurate records of all court matters and communicates outcomes to staff in a timely manner and in accordance with established procedures.
- Collaborates and directs Legal Administrative Support staff on all legal matters including but not limited to court documentation and recording in accordance with legislative requirements and as otherwise required.
- Fosters and maintains solid working relationships with staff and assists when required to meet departmental operational requirements.
- Participates in the development of departmental strategic planning.
- Fosters and maintains solid working relationships with community partners including but not limited to the Ontario Court of Justice and the Office, the Public Guardian and Trustee, the Children's Lawyer, and other legal professionals.

Legal Representation:

- Prepares cases for presentation to all levels of court and tribunals including but not limited to review, research, court documentation, strategic planning, witness preparation
- Attends court hearings on all matters related to the mandate and activities of the Society under the *Child Youth and Family Services Act*.
- Ensures compliance with legislative requirements and timelines and in accordance with established procedures.

Training and Development:

- Participates in the preparation and presentation of training programs on legal matters and procedures for agency staff, foster parents and others.
- Maintains a current familiarity with the diverse case law and statutes affecting child welfare service, as well as Ministry Directives.
- Ensures Continuing Legal Education in accordance with the Law Society of Ontario related to child legal proceedings, interpretations of the Child, Youth and Family Services Act and all other relevant statutes.

Why Work for Peel CAS?

Our Values:

Collaboration and Diversity

Accountability to the children, families and community we serve.

Respect and compassion.

Excellence, learning and innovation.

In a supportive working environment – We **CARE**

Our Commitment:

- Competitive salary and a generous compensation and benefits package
- Health and dental package including a health care spending account.
- Flexible options for hybrid remote work
- Well-developed short- and long-term disability plan
- Well-developed Employee Assistance plan
- Well-developed Life Insurance plan
- Employee wellness is a priority – Wellness program includes wellness fairs, sessions, etc.
- 4 weeks of paid vacation per year alongside 5 personal days
- Training & development opportunities
- Generous pension plan through OMERS – part time & full-time employees are entitled to enroll.

HOURS OF WORK:

- 9am-5pm, Monday to Friday
- Working hours may vary and applicants must be flexible to work outside of standard office hours.

Note: All Peel Children's Aid Society employees are required to be fully vaccinated for COVID-19, as a condition of hire in accordance with the Agency's Mandatory COVID-19 Immunization Policy.

Peel Children's Aid Society is committed to diversity in the workplace and is an Equal Opportunity Employer. Should you require accommodation during the recruitment and selection process, please inform People & Culture so that we can ensure your equal participation in this process. We are aware of a scam claiming to offer employment on behalf of Peel CAS. Please note that we only contact individuals who have applied for positions posted on our website, and always conduct interviews with selected candidates. We do not contact prospective candidates via text message. Learn more about employment scams.