

Job Title: Legal Counsel

Department: Legal Services

Location: Peel CAS, 25 Capston Dr. Mississauga, Ontario

Application Deadline: March 14, 2025

Hourly Grade: 2 Non-Union (\$59.98 – \$73.47)

Please note: contract duration may be subject to change; however, the contract end date is *March 2026*.

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.

What We Offer

- Competitive salary and a generous compensation and benefits package
- Semi-private hospitalization and prescription drugs coverage
- Flexible options for hybrid remote work
- Employee Assistance Plan
- Interactive Employee Wellness Programs
- Extensive Training & Development opportunities
- Introductory Webinars (WHMIS, AODA, Health and Safety)
- Generous Pension Plan through OMERS (part-time and full-time employees are entitled to enroll)
- Onsite Gym
- Staff Lounge

Child welfare is a rewarding career option that enables caring individuals to support the community and make a positive difference in the lives of children, youth, and families. As one of the largest CAS's in the province, we are proud of our ongoing innovation and leadership throughout the sector. Seeing well over 10,000 families a year, Peel CAS has the lowest number of children and youth in care per capita across Canada. 99% of the work we do is with children, youth, and families in their own homes. We are also home to the Child Welfare Immigration Centre of Excellence (CWICE) which is the centralized service in Ontario that supports child welfare organizations on cases involving unresolved immigration, settlement, or border-related issues. In addition, Peel CAS offers extensive programming dedicated to youth success through our Trailblazers Youth Centre, developed and led by youth to access exceptional services and supports to thrive, belong, build life-long connections and position themselves as leaders.

As an equal opportunity employer, we value Diversity, Equity, and Inclusion (DEI) and Truth and Reconciliation. We are grateful that our workplace diversity is representative of the communities that we serve and are committed to creating an inclusive environment where all employees feel like they belong. Should you require accommodation during the recruitment and selection process please contact us at tkhaira@peelcas.org

