

Job Title: Senior Legislative Advisor
Job ID#: 15188
Location: Yellowknife, NT
Full/Part Time: Full-Time
Regular/Temporary: Regular

Department Information

The Department of Infrastructure (INF) provides high quality services to the public and Government of the Northwest Territories' (GNWT) departments, boards and agencies including the planning, design, construction, acquisition, operation and maintenance of public transportation infrastructure and the buildings, works and equipment required for the GNWT to deliver its programs and services. INF makes essential petroleum products available for sale to the public where these products are not provided by the private sector, and promotes the development and increased use of energy efficient technologies. INF also regulates electrical and mechanical safety services and licenses individuals and vehicles operating in the territory.

For more information please refer to the Department of Infrastructure website at <http://www.inf.gov.nt.ca/>

Transfer Assignments

Transfer Assignments may be considered.

Job Information

Located in Yellowknife, this position reports to the Manager, Legislative Affairs within the Policy, Planning, and Communications Division. The Policy, Planning, and Communications Division is responsible for coordinating the development of new policy and legislative initiatives, and providing expert advice relating to legislation and legal affairs relating to the mandate of the Department.

The Senior Legislative Advisor provides expert advice on, and implements strategies for review of departmental legislation and other assigned special projects. The position also provides expert advice in the areas of legislative analysis, coordination, development and implementation to ensure that statutes and regulations administered by the Department of Infrastructure are consistent with Executive Council direction and federal legislation. The position coordinates the amendment of existing legislation, the development of new legislation, and provides expert advice on legislative

processes. This position also assists the Manager of Legislative Affairs in coordinating and managing requests for information under the *Access to Information and Protection of Privacy Act (ATIPP Act)* and provides strategic policy advice on legal issues in relation to Departmental activities as they arise.

Typically, the above qualifications would be attained by:

Undergraduate degree in a related field and a degree program in law (LLB/JD), as well as three (3) years of experience working with law and legislation:

Experience to include the development, implementation and evaluation of legislation; writing and researching formal advisory and decision documents, and providing complex advice and analysis to senior levels of government.

Equivalencies

Equivalent combinations of education and experience will be considered.

Salary Information

The salary range for this position is from \$49.02 per hour to \$58.53 per hour (approximately \$95,589 - \$114,134) plus an annual Northern Allowance of \$3,450.

Eligibility

Eligibility lists may be created from this competition to fill future term and indeterminate positions.

Criminal Records Check

Candidates must provide a satisfactory criminal record check. Failure to provide a satisfactory check may deem you disqualified from the competition.

Affirmative Action

Candidates must clearly identify their eligibility in order to receive priority consideration under the Affirmative Action Policy.

Diversity and Inclusion

The Government of the Northwest Territories is an inclusive workplace. If you have a disability and you require support during the hiring process, you are encouraged to identify your needs if you are contacted for an assignment or interview so that you may be accommodated during the hiring process.

Job Opening Information

Job Opening ID#: 15188

Closing Date: March 27, 2018 - 23:59, Mountain Standard Time

Inquiries Only:

Management and Recruitment Services
Department of Finance
Government of the Northwest Territories
Yellowknife Centre 5th Floor
P.O. Box 1320, Yellowknife NT X1A 2L9
Fax: (867) 873-0445
jobsyk@gov.nt.ca