

## Lawyer

The Saskatchewan Professional Teachers Regulatory Board (SPTRB) is currently recruiting a lawyer for our organization. The SPTRB is the regulatory body tasked with regulating Saskatchewan's teachers in the public interest.

In this role, you will become part of a dedicated team and will support the work of the organization and specifically the Professional Conduct Committee (PCC). The PCC is responsible for receiving and reviewing complaints concerning teacher conduct and competence.

This position is anticipated to be 0.5 of an annual FTE with the work load varying throughout the year. Depending upon the terms of the service agreement, the successful candidate may qualify for the following benefits: pension, health, dental, disability and group life insurance.

### Responsibilities:

- Act as general counsel for the Board of Directors and the SPTRB staff
- Advise the Professional Conduct Committee on legal matters
- Gather evidence and testimony from a range of witnesses for use in hearings before the Discipline Committee
- Prosecute matters before the Discipline Committee on behalf of the SPTRB under the direction of the Professional Conduct Committee
- Establish and maintain strong working relationships with registered teachers, their advocates and other education stakeholders
- Negotiate effectively on behalf of the Professional Conduct Committee within consent resolution proceedings
- Advise as to privacy and related legislation and processes
- Provide consultation on bylaw and other policy development

### You will need:

- A law degree and at least 5 years' experience in the legal profession
- Membership in the Law Society of Saskatchewan
- Sound knowledge of self-regulated professions with experience in administrative law
- Sound knowledge of privacy legislation
- Experience in mediation and negotiation with a confident and principled approach to conflict resolution
- Excellent written and verbal communications skills including strong presentation skills
- Effective use of computer systems for the generation of professional reports, scheduling and client database management
- Strong relationship-building skills
- Ability to work autonomously and as part of a team
- Excellent organizational skills and attention to detail
- High level of integrity and professional accountability

The offices for the SPTRB are located in Regina but our work occurs province wide. Applications are encouraged from candidates throughout the province with the understanding that travel to Regina and other locations will be required at certain times and for certain events (i.e. meetings and hearings).

This role represents a great opportunity in a dynamic, challenging and professional environment. If you are interested and meet the selection criteria, please send your resume and cover letter to Trevor Smith, Registrar & COO, Saskatchewan Professional Teachers Regulatory Board, [registrar@sptrb.ca](mailto:registrar@sptrb.ca). This competition closes November 30, 2018.