



# Nishnawbe-Aski Legal Services Corporation Employment Opportunity

Nishnawbe-Aski Legal Services Corporation is presently recruiting for a

## **DIRECTOR OF LEGAL SERVICES** Thunder Bay, ON

Nishnawbe-Aski Legal Services Corporation (NALSC) is seeking a highly motivated individual to take on the position of **Director of Legal Services**. The Director of Legal Services is based in Thunder Bay and is responsible for overseeing the Nishnawbe-Aski Legal Services Corporation's (NALSC) Legal Aid (LA) administrative operations in fulfilling the organizations mandate to vision, mission, values, and the strategic plan.

### **Primary Job Duties Include:**

- Oversee the daily operations of the Legal Aid (LA) department and delivery of legal services in NAN.
- Oversee the work of LA staff to ensure compliance with Legal Aid Ontario (LAO) policies and procedures.
- Coordinate with NALSC programs and LAO to promote the delivery of programs in NAN.
- Ensure compliance of LAO policy and procedures and participate in LAO training as required.
- Review NALSC/LAO budget with Executive Director and Finance Department to plan yearly budgeting.
- Represent NALSC as delegated in working collaboratively with NAN communities, government partners, funders, and agency counterparts to promote NALSC's mandate to vision, mission & values.
- Provide day-to-day supervision of Legal Aid, Gladue, PLE, and Staff Lawyer programs.
- Attend all committees assigned to the **Director of Legal Services** role.

### **Requirements**

- Must be a lawyer, called to the Bar in Ontario, with a minimum of **5 – 10 years** relevant experiences in criminal, family, poverty law, aboriginal law and administrative matters with an in-depth understanding of indigenous law and justice.
- Knowledge of legal systems, board governance, public policy, service-delivery, and Indigenous cultural competency is required.
- Must have excellent leadership and management skills.
- Must have an in-depth knowledge of Legal Services Act 2020, regulations/policies.
- Ability to effectively negotiate, collaborate and network with third parties.
- Good understanding of not-for-profit board governance and distinction between Directorial duties and responsibilities.
- Ability to communicate in Anishnawbe language will be an asset.
- Excellent knowledge of government funding and reporting requirements.
- Must be able to provide a clear criminal records check.

**Salary:** In accordance with NALSC/LAO Staff Lawyer pay grid

**CLOSING DATE:** **July 20, 2024**

### **Please send cover letter, and resume to:**

Human Resources, Nishnawbe-Aski Legal Services Corporation,  
101 Syndicate Ave N, Suite 101 Thunder Bay, ON, P7C 3V4

Email: [hr@nanlegal.on.ca](mailto:hr@nanlegal.on.ca)

**NALSC invites applications from qualified members of NAN. Please indicate in your cover letter how you meet the criteria for the position and whether you are a NAN member. We thank all candidates for their interest; however, only those selected for an interview will be contacted.**

Nishnawbe-Aski Legal Services Corporation welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

For more information, please visit our website: <https://nanlegal.on.ca/jobs/>