

Our mission at Legal Aid Saskatchewan is to help achieve fair, balanced, and respectful justice for people in Saskatchewan.

Our organization consists of lawyers, legal assistants and administrative staff (union CUPE Local 1949) who serve our clients from thirteen offices across the province. Each office has a legal director who manages it and who reports to the CEO. The Head Office is based in Saskatoon, with the management team and support services staff, including finance, information technology, human resources, general counsel to the CEO, and operations.

Role Summary:

Under the direction of the Legal Aid Commission, the **Chief Executive Officer** is responsible for leading the organization's people and administering its finances, systems and assets, on strategically driven courses of action that serve to meet the vision and mission of Legal Aid Saskatchewan.

Demonstrates visible and transformative leadership across the organization and Saskatchewan, and promotes a collaborative culture and positive values, so all employees behave as one collegial legal services team.

Your Mission:

- Continuously promotes, both internally and externally, Legal Aid Saskatchewan's mission, vision and values
- Invests time to learn the organization, people, services and stakeholders. Develops and mentors others
- Engages the leadership team in the development of the Legal Aid Saskatchewan strategic plan, goals and objectives. Seeks to understand and strategize methods and actions for LAS to best serve its public mandate
- Approves operational plans and actions that support the strategic goals and objectives, while providing oversight and day-to-day support for the execution of activities
- Approves the organization's mandate for collective bargaining and negotiations
- Drives plans, actions and systems that advance Legal Aid Saskatchewan's access to data and information through technology
- Ensures the integrity of financial reports and exercises sound decision-making in budgets and expenditures. Demonstrates creative thinking and problem-solving to meet operational needs while working within budget
- Demonstrates an understanding of the practice of law and the issues and challenges of doing so, to achieve high quality service and encourage continuous improvement
- Provides direction for effective communication of policies and programs with and to the Government of Saskatchewan, clients and the public
- Encourages and supports people learning and developing, through continuous education, performance management and coaching practices
- Provides direction on effective succession planning and recruitment
- Regularly engages and consults with direct reports including 4 head office directors and 13 legal directors, to listen, generate ideas, actively problem solve and formulate decisions
- Supports the Commission's efforts to honor Indigenous Peoples' rights and effect the Truth and Reconciliation Commission's Report and related calls to action, specifically to Justice and Legal Aid
- Supports the work and meetings of the Commission. Orientates new members to the Commission

- Provides in a timely manner accurate and complete information to the Commission to enable the members to meet their obligations for good governance
- Participates on provincial and national committees and working groups (Ministry of Justice, public legal education, Provincial Court Users, Association of Legal Aid Plans' CEOs, federal funding and matters of criminal and family law reform, etc.)
- Accountable for good stewardship of resources, funds and assets, ensures identification and assessment of risk and the relevance of sound processes that guide the organization and effective use of systems
- Continuously develops knowledge and competence in all areas in which the Commission offers legal services, including trends in Legal Aid systems nationally and internationally

Your Background:

- Minimum five years experience in a formal leadership role, preferably in a related public service, with accountability for strategic planning
- Leader and driver of organizational culture that is collegial, people-oriented and high-performance in client-service
- Effective decision-maker and assessor of risk and opportunity
- Proven ethical and collaborative leadership experiences
- Appreciates the essential social value and effective support that Legal Aid services provide to clients in need
- Possesses a public service mindset
- LL.B. / J.D., preferably with background in criminal law as defence counsel and in family law, with a minimum of 7 years in practice
- Preferably familiar, through previous work experience, with legal aid files and clients
- Demonstrates support for rights defined by Human Rights legislation and laws
- Understands public sector budgeting and financial statements
- Resourceful and inspirational. Adaptable and capable with change management
- Natural coach and mentor
- Skilled in the development of organizational policy and procedure
- Former union management experience is preferred

What Legal Aid Saskatchewan Offers:

- Role with significant ability to influence and advance change
- Accountabilities serving on both provincial and national committees and working groups
- Located at the head office in downtown Saskatoon, within walking distance to the South Saskatchewan River banks and trails and various arts and cultural districts
- Competitive base salary and benefits package
- Pension (defined contribution) matched by employer
- 12 earned days off per year plus vacation
- Relocation package

Application Process:

This opportunity closes at 5:00 p.m. on Tuesday, **February 2, 2021**. To apply, please submit your private and confidential resume, references & cover letter stating how you meet the education and experience requirements above to Enrich Employee Relations at mk@enrichpeople.com

We encourage applications from people of Aboriginal ancestry, of visible minority groups, with disabilities and women seeking management and non-traditional roles. Legal Aid Saskatchewan has an employment equity program approved by the Saskatchewan Human Rights Commission.

We thank all applicants, however only those deemed qualified and suitable may be contacted.