



HEAD OFFICE

639 Lorne Avenue E.
Stratford, ON N5A 6S4
tel 519.271.5290
fax 519.272.0953

BRANCH OFFICE

413 MacEwan Street
Goderich, ON N7A 4M1
tel 519.524.7356
fax 519.524.1541

The Society is currently accepting resumes for a full-time contract position for the period of January 1, 2025 to March 31, 2026 as follows:

IN-HOUSE COUNSEL

Located in the picturesque town of Goderich, and Stratford, Ontario, we are committed to partnering with communities to provide professional child protection services. We advocate for and protect children's rights; support and strengthen families and we are leaders for positive change in our community.

Huron-Perth CAS is dedicated to building a workforce that reflects the diversity of the community in which we live and serve. We encourage applicants from African Canadian, Indigenous, people with disabilities, 2SLGBTQ+ communities to apply and to self-identify in their cover letter. We are also committed to providing barrier-free and accessible employment practices for all. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Summary of Duties and Responsibilities:

Legal Services

- Provides legal services related to child protection activities and interpretation of the *Child Youth and Family Services Act* (CYFSA), including Part X (Personal Information).
- Trains new staff members as directed by Senior Counsel.
- Provides guidance and expertise to staff on a regular ongoing basis by advising on management of specific court related activities and processes as well as advising related to action needed to meet requirements of law, rules of the court, provisions of any other regulatory guidelines applicable to service delivery within the scope of Legal Services.
- Uses problem-solving skills to respond to feedback on service delivery issues.
- Provides general legal advice and opinion to the Society and/or consultation and support to outside counsel (e.g. Constitutional challenges, negligence etc.), as requested and deemed appropriate by the Society's Senior Counsel.
- Prepares for and attends Child and Family Services Review Board Hearings.

Court Representation

- Carries a caseload of child protection matters before the Family Court, which includes the following responsibilities:
- Consults with the Society's direct service staff and their managers concerning ongoing child protection work carried out by the society, particularly concerning the legal framework and court process affecting ongoing cases.
- Oversees and assists with preparation of documentary material required for presentation in the Family Court or the Superior Court of Justice, including (protection and status review) applications

and the required supporting documents, motions, supporting affidavits and agreed statements of fact.

- Maintains familiarity with all cases in which orders under the CYFSA are sought by the society, in accordance with the instructions of the society. In contested cases, this includes all aspects of preparation, presentation of evidence and argument to the Court, from initial return date through the interim hearing stage; through the case conference, settlement conference, trial management and trial stages of the proceedings to the end of trial; and through the appeal process where necessary.
- Liaises and negotiates as appropriate with counsel for parents and counsel for children, with a view to resolving the child protection matters, throughout all child protection proceedings and in accordance at all times with the Society.
- Consults with the Society's direct service staff and their managers concerning ongoing child protection work carried out by the Society, particularly with respect to ongoing cases and particularly concerning the legal framework and court processes affecting ongoing cases.
- Liaises with outside community agencies regarding cases in court, as appropriate, particularly in situations in which persons representing such agencies or bodies are required to attend at Court.
- Liaises with the judiciary and the administrative staff of the Family Court with respect to case management in accordance with the Family Law Rules and maintains an effective and positive ongoing relationship with the judiciary and court administrative staff.
- Conducts appellate work as required.

Staff Training and Development

Trains Children's Aid Society staff regarding court related aspects of the Child Youth and Family Services Act and Family Law Rules and regarding presentation of matters before the Family Court as directed.

Qualifications:

- Post graduate degree in law (LLB).
- Licensed to practice law in Ontario in good standing with the Law Society of Upper Canada Ontario. Call to the Bar of the Province of Ontario,
- Sound knowledge of the C.Y. F.S.A., Family Law Rules and the Ontario Courts of Justice Act.
- Sound working knowledge of the Family Court regarding the preparation and presentation of child protection matters.
- Ability to provide sound and well-considered legal advice, direction and information to the Society's social work staff and management as directed by Senior Counsel with respect to child protection matters and ability to receive and act on instructions from Senior Counsel.
- Outstanding litigation skills.
- Have demonstrated expertise handling consent and litigation matters.
- Excellent negotiation, communication and interpersonal skills.
- Excellent organizational skills and ability to work to deadlines and determine work priorities.
- Excellent presentation skills.
- Demonstrated computer literacy and keyboard skills.

Remuneration: \$97,423 to \$116,180

**SAFE CHILDREN.
CONFIDENT YOUTH.
RESILIENT ADULTS.**

*To advocate for and protect children's rights;
to support and strengthen families;
and to be leaders for positive change in our community.*

Candidates who meet the qualifications are welcome to apply and should do so in writing to **Human Resources** at HR@h-pcas.ca no later than October 25, 2024. A cover letter and full resume, including three current professional references would be appreciated.

We thank all applicants, however, only those to be interviewed will be contacted.

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