

DIRECTOR & LEGAL COUNSEL POSITION

The Manitoba Law Reform Commission (“Commission”) is an independent law reform agency created in 1970 by *The Law Reform Commission Act*. Its role is to improve, modernize and reform the law and administration of justice in Manitoba.

A rewarding opportunity exists with the Commission in carrying out its mandate. Reporting to the President and members of the Commission, the Director and Legal Counsel will:

- manage the Commission’s multiple ongoing projects, including workflow and timelines;
- engage in legal research, including researching the law in Manitoba and other jurisdictions, analyzing deficiencies in the present law and develop law reform policy;
- prepare background memoranda, and draft reports and final reports for the Commission’s consideration;
- consult with members of the public, the legal profession and other stakeholders;
- represent the Commission at presentations and meetings with stakeholders;
- oversee the Commission’s student programs;
- supervise all staff, consultants and student volunteers;
- provide legal advice to the Commission board and oversee the development of Commission policies;
- manage the Commission’s budget;
- apply for grants and report to funders;
- oversee the Commission office and answer inquiries from the public; and
- manage media requests and freedom of information requests.

This is a contract position ending on March 31, 2024 with a strong possibility of extension. It is not a civil service position. Salary is commensurate with experience. Hours of work are flexible.

Qualifications:

- a law degree from an accredited law school (LLB or JD);
- a member in good standing with the Law Society of Manitoba;
- a demonstrated excellence in legal research, writing and experience with current research tools;
- strong written and oral communication skills;
- strong managerial and supervision skills;
- experience managing a budget;
- effective problem-solving abilities;
- ability to work independently with minimal supervision.

Applications must include:

- cover letter setting out how you meet the above qualifications;
- curriculum vitae;
- sample of legal or academic writing (2-5 pages); and
- transcript of law schools grades (optional)

If you have any questions about this position, please contact the Commission by email at lawreform@gov.mb.ca or by telephone at 204-945-3072.

Deadline for applications is Thursday, October 5th, 2024 at 4:30 pm. Application packages should be sent by email to: lawreform@gov.mb.ca or by regular mail to:

Attn: Grant Driedger, K.C.
President
Manitoba Law Reform Commission
432-405 Broadway
Winnipeg MB R3C 3L6

For more information about the Commission, please visit www.manitobalawreform.ca.