

Position Profile

Job Title: Assistant Deputy Attorney General, Crown Law Division

Department/Division/Branch: Manitoba Justice

Location: Winnipeg, Manitoba

Classification: Senior Legal Officer (LE4)

Employment Type: Regular Full Time

Closing Date: September 15, 2020
.....

Position Overview

The Assistant Deputy Attorney General (ADAG) is an Assistant Deputy Minister reporting directly to the Deputy Minister of Justice and Deputy Attorney General.

The ADAG leads the Crown Law Division, which includes the Manitoba Prosecution Service and the Legal Services Branch (formerly Civil Legal Services).

The ADAG's primary role is to ensure that Manitoba has a highly effective, solutions-oriented prosecution service and that the Manitoba government receives excellent legal advice and services. The ADAG provides legal, policy and program direction to create and support the continuous improvement of an, effective and responsive Crown Law Division.

The Deputy Attorney General and ADAG are the government's senior legal officers. They provide direct advice and support to the Attorney General and other senior members of government.

As a member of Manitoba Justice's Executive Management Committee, the ADAG participates at the highest level in the formulation and implementation of policies and strategies enhancing all aspects of Manitoba's justice system. Most critically, the ADAG will lead and champion the continued modernization of Manitoba's Criminal Justice System.

As a senior leader in government, the ADAG contributes to the achievement of government's corporate goals through cross-department initiatives.

The ADAG will:

- Provide effective and collaborative leadership for the Crown Law Division, building and supporting a strong and engaged team;
- Maintain and develop a prosecution service seen to be fair, equitable and efficient;

- Maintain and develop the Legal Services Branch delivering the highest quality and effective legal advice and services to the Government of Manitoba;
- Provide leadership and commitment to improvement of the justice system, including in relation to its impact on and involvement with the Indigenous community;
- Lead major initiatives such as Manitoba's Criminal Justice System Modernization Strategy, including the development of strategic objectives, financial and business plans with operating principles that are consistent with government direction, department goals and public expectations; evaluate outcomes and ensure all legal and reporting requirements are met;
- Serve as an active member of the Executive Management Committee, ensuring Crown Law issues are effectively represented and addressed, and contributing to Department planning and policy development,
- Develop relationships with internal, cross-department and other stakeholders including the judiciary; lead cross-department and corporate initiatives; represent the interests of the department in federal, provincial and territorial initiatives and discussions;
- Assist the Executive Directors, Directors and other staff as required in resolving complex issues, developing and implementing legislation and policy and managing change; and
- Provide proactive, accurate and timely advice and support to the Deputy Minister and Minister of Justice.

Skills, Knowledge and Abilities

Success in this role requires an exceptional lawyer and leader with the ability to work in a changing environment which requires both strategic thinking and strong project management skills. We need a results-oriented, high performer who motivates others. The ADAG must exercise good judgment in problem solving skills and making decisions. This position demands superior political acumen and excellent communications (verbal and written) skills.

The successful candidate will possess the following executive management selection criteria:

- Member in good standing or eligible for membership with the Law Society of Manitoba
- Highly respected lawyer with a minimum of 10 years legal experience
- Strong familiarity with criminal justice/law processes, related acts, legislation and emerging trends
- Experience in strategic planning, including determining and setting priorities based on an organization's mandate
- Proven ability to deliver on transformational change in a large operational environment, including developing strategies to transform organizational culture
- Managerial experience
- Strong interpersonal skills with an understanding of the critical importance of establishing and maintaining an effective and professional reporting and working relationship with the judiciary, the legal profession, external agencies and other service partners
- Ability to operate effectively and productively under pressure as well as in a highly time-sensitive environment and the ability to lead others to do the same
- Excellent leadership skills with experience working collaboratively in a large, diverse organization, and a commitment to the ongoing development of a strong and effective team
- Experience and responsibility for a wide range of written materials including submissions, briefing notes, reports and budget documents
- Knowledge and understanding of Manitoba's Indigenous justice issues including experience working with Indigenous people

- Excellent political acumen demonstrated through experience providing strategic advice to senior leaders on complex topics and sensitive issues.

Department Overview

Our Mission is to support and promote safe and just communities for all Manitobans.

Our Vision is to ensure Manitobans are safe in their communities and have confidence in the justice system.

Our Values: The Department's strength comes from its people. Accordingly:

- We are committed to building a department that promotes a respectful work environment and that recognizes people's commitment, performance and achievements.
- We value personal integrity, leadership responsibility, participation and teamwork.
- We encourage outstanding client and community service, initiative and innovation.

Additional information on Manitoba Justice can be found in the [Manitoba Justice Annual Report \(http://www.gov.mb.ca/justice/publications/annualreports/index.html\)](http://www.gov.mb.ca/justice/publications/annualreports/index.html).

Division Overview

The Crown Law Division includes, Manitoba Prosecution Service, Legal Services Branch, the Human Rights Commission and Crown Law Analysis and Development.

Operationally, the division prosecutes the vast majority of criminal and provincial offences in Manitoba, as well as conducting inquests under the Fatalities Inquiries Act. In addition, the Legal Services Branch provides legal advice to government departments, agencies, boards, commissions and government corporations. The division provides policy advice and develops legislation and programs to achieve departmental goals, and provides recommendations for modernization and improvement of provincial laws. With responsibility

for legal services and criminal prosecutions, strategic planning and governance is key to the successful operation of the Division.

Manitoba Prosecutions Service

Manitoba Prosecutions Service (MPS) is responsible for the prosecution of criminal and provincial offences in Manitoba as well as the conduct of inquests called by the Chief Medical Examiner. MPS vigorously prosecutes serious offences and dangerous offenders in a timely manner while recognizing that effective justice often requires different approaches, such as restorative justice and other diversion options for less serious offences. Effective justice embodies an efficient and sustainable criminal justice system that is timely, has lower recidivism, and greater victim satisfaction.

MPS is responsible for the prosecution of provincial statute breaches, Criminal Code of Canada offences, some federal statute charges, and prosecutions under the Youth Criminal Justice Act. Crown attorneys also review police reports and provide advice to police. In addition, Crown attorneys provide lectures and seminars to the police, investigative agencies, and the public on justice issues.

Legal Services

Legal Services Branch (LSB) functions as the law firm to the provincial government. Its role flows from the constitutional and statutory responsibilities of the Attorney General as the chief legal advisor to government and the guardian of the public interest.

LSB's mission is to provide timely, high quality, helpful, efficient and cost-effective legal services that meet the needs of its clients. Its mission and goals are supported by the following operating principles:

- service is customer focused;
- service is cost-effective;
- a commitment to the highest standards of service.

Crown Law Analysis and Development

The Crown Law Analysis & Development Branch (CLAD) assists the department by providing research, analysis, options, recommendations and assistance on civil and criminal law related issues and issues that affect the justice system. CLAD participates and leads in the development of legislation, policies and programs that advance departmental objectives.

CLAD coordinates the department's response to legal and justice system issues having cross-divisional, cross-government or intergovernmental implications and represents the department on Federal/Provincial/Territorial (FPT) law reform committees, such as the Coordinating Committee of Senior Officials (Criminal Justice), and supports the Minister and Deputy Minister in their FPT work. CLAD also coordinates the operations of the Community Notification Advisory Committee and the operations of the Manitoba provincial sex offender website.

Manitoba Human Rights Commission

The Manitoba Human Rights Commission is an independent agency of the Government of Manitoba created by *The Human Rights Code* to promote and enforce the human rights of all Manitobans.

The Commission reports to the Minister of Justice on its activities and those of the Human Rights Adjudication Panel and a joint report is tabled by the Minister every year.

The Commission administers the complaint process set out in *The Code*. It takes complaints of discrimination, investigates them and determines if there is sufficient evidence that *The Code* has been contravened to warrant a public hearing before the Human Rights Adjudication Panel. At those hearings, the Commission represents the public's interest in eliminating discrimination and ensuring that employers, landlords, and service providers comply with *The Code*. The Commission promotes early resolution of complaints and offers parties in the complaint process opportunities to resolve their complaints through mediation.

About the Government of Manitoba

The Manitoba government offers rewarding careers to its employees who deliver hundreds of programs and services to the public. The government has a wide variety of departments, reflecting over 700 different types of jobs, located in communities across the province.

We are an employer that has a commitment to integrity, respect, diversity, inclusion and advancing reconciliation. In 2019, the Manitoba government has once again been selected as one of Manitoba's Top Employers, one of Canada's Top Employers for Young People and one of Canada's Best Diversity Employers. The Manitoba government has a committed, caring and creative workforce that is passionate about contributing to and improving services to our communities and the lives of Manitobans.

About Manitoba

The province of Manitoba is home to almost 1.3 million people who have a well-deserved reputation for being among the friendliest in Canada. No matter what your interests are, Manitoba offers everything from Polar Bear expeditions to gallery tours.

Our capital city, Winnipeg, has a population of over 700,000 and is located at the geographic centre of North America. Home to the world-renowned Royal Winnipeg Ballet, the Canadian Museum for Human Rights and the NHL's Winnipeg Jets, Winnipeg is one of Canada's most historic and beautiful cities.

Offering you four distinct seasons and the highest number of sunlight hours in Canada, you are guaranteed to find the life you're looking for in Manitoba.

Come see for yourself!



Transforming the Manitoba Public Service

It is an exciting time to be a public servant in Manitoba. We are in a period of profound technological, environmental, and socioeconomic change that compels us to evaluate the nature of our work and the essence of our culture.

[Transforming the Manitoba Public Service: A Strategy for Action](#) was designed to help the public service move forward in a unified way. Created as a long-term strategy to modernize the public service, it guides the transformation of both the work and the culture of the Manitoba public service.