



The **Library of Parliament** is a non-partisan organization providing stimulating and rewarding work. We recognize that our employees are our most important asset and, as such, we offer excellent benefits, a minimum of four weeks' vacation leave, learning opportunities to support professional and career development, competitive salaries, and more!

Our **Parliamentary Information and Research Service (PIRS)** provides high-quality, substantive and timely information, research and analysis to parliamentary committees, individual senators and members of the House of Commons, and parliamentary associations and delegations.

We are currently looking for candidates to staff the following position: **Senior Legal Advisor**.

The **Senior Legal Advisor** manages a team of Analysts (Legal Counsel) and administrative staff who supports the Standing Joint Committee of the Senate and House of Commons for the Scrutiny of Regulations (the "Committee"), and is the senior legal advisor to the Committee in the exercise of its statutory mandate under the *Statutory Instruments Act* and pursuant to any sessional orders of reference.

Senior Legal Advisor (General Counsel to the Joint Committee)

Scrutiny of Regulations Section Legal and Social Affairs Division Parliamentary Information and Research Service

Indeterminate Position

MPA-7* (\$100,689 – \$118,240)**
(Bilingual staffing – imperative: CBC/CBC)

* Job description currently under review

** Rates of pay include economic increases up to 2016; May be eligible for performance pay

For the purposes of this selection process, the competencies listed in the attached Competency Profile will be evaluated.

The following knowledge criteria will also be evaluated:

- In-depth knowledge of Parliament, its institutions and processes, particularly with respect to the review of statutory instruments, including federal regulatory review process
- Knowledge of the role of the Standing Joint Committee for the Scrutiny of Regulations
- Knowledge of legal principles governing the exercise of delegated law-making powers
- Knowledge of administrative law

To be considered, candidates must have:

- Membership in good standing in a provincial or territorial law society
- Experience in analysis of issues related to one or more of the following areas:
 - Regulatory law
 - Statutory interpretation
 - Administrative law

Asset:

- Experience in the review of statutory instruments
- Experience in the writing of legal opinions
- Experience managing human and financial resources
- Experience developing and implementing projects/initiatives, preferably in a parliamentary or government context

Candidates retained in this selection process will be required to obtain:

- A successful second-language evaluation (Bilingual staffing – imperative: [CBC/CBC](#))
- A successful pre-employment screening

Additional Information:

- This selection process is open to the public and to employees of the Library of Parliament, the Senate, the House of Commons, the Office of the Senate Ethics Officer, the Office of the Conflict of Interest and Ethics Commissioner, the Parliamentary Protective Service, and the Office of the Parliamentary Budget Officer.
- This selection process will include a second-language evaluation, a written qualifying exam and an interview. The interview will consist of a presentation and behavioural, situational and knowledge-based questions. Candidates will be required to pass each stage in order to move to the next stage of the selection process.



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- Qualified candidates from this selection process may be considered for determinate or indeterminate positions at the Library of Parliament that require similar knowledge and/or competencies.
- Education and experience requirements will be used to determine which candidates will be asked to participate in the next stage of the selection process.
- Satisfactory references and proof of education are essential conditions of appointment.
- Travel and relocation expenses are the responsibility of the candidates.
- The Library of Parliament is committed to employment equity.
- Preference will be given to Canadian citizens and to permanent residents who are legally able to work in Canada. Applicants who have a valid work permit may also be considered.

Apply no later than 27 October 2019 – 11:59 p.m. (Eastern Time).

To apply, please send us your curriculum vitae, along with a covering letter indicating how you meet each of the education and experience requirements of the position. Please quote **Staffing Process 19-LOP-314** in your documents and, if you apply by email, in the subject line of your email.

Send us your application:

By email: LOPCareers-CarrieresBDP@parl.gc.ca

By fax: 613-995-9582

By mail: 50 O'Connor Street
Library of Parliament
Human Resources Directorate
Ottawa, ON K1A 0A9

Questions? Contact Human Resources at 613-617-0943 or LOPCareers-CarrieresBDP@parl.gc.ca

We thank all those who apply. Please note that only those selected for further consideration will be contacted.