

OPEN TO THE PUBLIC

Senior Crown Attorney

Crown Attorney's Office DEPARTMENT OF JUSTICE & PUBLIC SAFETY LOCATION - Summerside

FULL-TIME EXCLUDED POSITION (Commencing Immediately)

This position reports to the Director of Crown Attorney's Office and the main purpose of the job is to act as a lawyer on behalf of the Attorney General of Prince Edward Island in prosecution matters. Manage and coordinate the prosecutorial function in Prince County area.

Duties include:

- Act as legal counsel for all police agencies and peace officers on all criminal or quasi-criminal matters or investigations at all times required in the carrying out of their functions;
- Keep appropriately abreast of statute and judge-made law applicable to responsibilities;
- Supervise permanent and part-time Crown Attorneys to ensure all policies and guidelines of the Attorney General are followed;
- Supervise and ensure that the Crown Attorney's office in the Summerside area operates effectively and with adequate resources;
- Represent and prosecute on behalf of the Crown all matters concerning the enforcement of the Criminal Code and Statutes of Prince Edward Island;
- To prepare legal opinions on Sexual offences files and consult with police agencies;
- To prepare indictments for Supreme Court and appearance on arraignments;
- Attend meeting as assigned by the Director in relation to Policy development for the Department or inter government;
- Assist in in-service training for Crown office, Departmental agencies(Victims Services) and Police agencies;
- Other Duties as required.

Minimum Qualifications:

- Applicants must be a graduate from a recognized Law School and a member of the PEI Law Society or eligible for membership;
- Must have at least 10 years at the bar, and 5 years of Crown Attorney experience;
- Must have the ability to effectively communicate with vulnerable and young witnesses;
- Must have the legal and neurological knowledge to effectively obtain evidence from every type of witness regardless of age, socio-economic status, and maturity;
- Must be familiar with the structure and operation of the Criminal Code Review Board of Prince Edward Island
- Must have extensive criminal courtroom experience, excellent research skills, and the ability to advocate well in both written and oral form.
- The successful candidate must provide proof of a successful Criminal Record Check prior to employment.

Please Note: Please ensure the application clearly demonstrates how you meet the noted qualifications as applicants will be screened based on the information provided. The successful candidate will be the only individual receiving written notification of competition results. The "Notification of Successful Candidates" list posted on the Employment Opportunity board will serve to inform all other applicants of competition results.

Salary Range: \$57.44 – \$71.79 per hour (Level 27S Excluded)

Bi-Weekly Hours: 75.0 hours bi-weekly

Posting ID: 142894 – 1020JPPO

Closing Date: April 22, 2021 5:00 p.m.

Please return forms to PEI Public Service Commission, P.O. Box 2000, Charlottetown, Prince Edward Island, C1A 7N8. Applications may be sent by fax to (902) 368-4383.iquest; IT IS THE RESPONSIBILITY OF THE APPLICANT TO CONFIRM RECEIPT OF THE APPLICATION, BY TELEPHONE OR IN PERSON PRIOR TO THE CLOSING DATE. Please ensure that the appropriate Posting ID number is stated on all application forms. You can apply online or obtain an application form by visiting our web site at www.gov.pe.ca/jobs.iquest;Forms may also be obtained by contacting any PEI Government office, ACCESS PEI Centre, Regional Services Centre, or by telephone 368-4080.