

Human Rights Legal Officer - PEI

The Prince Edward Island Human Rights Commission is an independent, administrative tribunal with jurisdiction to investigate, adjudicate and educate on human rights issues in the Province. The Commission requires a Human Rights Legal Officer. Website: www.peihumanrights.ca

Duties will include but are not limited to:

- Plan and conduct investigations of Human Rights complaints;
- Research, interpret and apply Human Rights Law to complaints;
- Answer inquiries and provide Human Rights Education;
- Attempt to effect settlement of complaints;
- Present evidence at Panel Hearings and represent the Commission at the Supreme Court and Appeal Court on Judicial Review Applications or Appeals.

Minimum Qualifications:

Bachelor of Laws or Juris Doctor Degree and
Eligibility for membership in the Law Society of Prince Edward Island

Other Qualifications:

- Understanding of discrimination and human rights law including the PEI *Human Rights Act*;
- Advocacy experience before Administrative Tribunals and at the Supreme Court and Court of Appeal;
- Ability to evaluate analytically and use impartial judgment;
- Experience in investigation and interviewing skills;
- Experience in conflict resolution techniques;
- Excellent verbal and writing skills in English;
- Experience with Word, Excel and PowerPoint or similar software;
- Ability to work collegially in a small-office setting;
- Ability to communicate effectively with the public; and
- Willingness and ability to travel in and out of province.

Excellent verbal and writing skills in French will be considered an asset.

Salary Range: \$62,000 - \$78,000, plus benefits.

Closing Date: March 28th, 2017, 4:00pm

A more comprehensive list of duties, responsibilities and qualifications is available by calling Lorraine Buell at (902)368-4180 or 1-800-237-5031, or by emailing lbuell@peihumanrights.ca

Please send or drop in applications to:

Prince Edward Island Human Rights Commission
53 Water Street, PO Box 2000
Charlottetown PE C1A 7N8 or email: bpicard@peihumanrights.ca

Re: Human Rights Legal Officer Competition
Attention: Brenda Picard