

Manitoba Government Job Opportunities

Manager Family Justice Legal Services

LF1-3 Legal Counsel 1-3

Regular/full-time

Manitoba Justice

Family Resolution Services, Courts

Winnipeg MB

Advertisement Number: 43821

Salary(s): LF1-3 \$94,944.00 - \$190,530.00 per year

Closing Date: April 21, 2025

The Manitoba government recognizes the importance of building an exemplary public service reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages and perspectives drives a high standard of service and innovation. The Manitoba government supports equitable employment practices and promotes representation of designated groups (women, Indigenous people, persons with disabilities, visible minorities).

This is a preference competition. All applicants are encouraged to apply, however first consideration for this competition will be given to Indigenous people and visible minorities. Applicants are requested to self-declare at the time of application.

An eligibility list may be created for similar positions and will remain in effect for 12 months.

Candidates who do not meet all essential criteria may be considered on an underfill basis at a commensurate rate of pay.

To be considered for this competition, candidates ARE REQUIRED to submit the Application Form for screening, ALONG with their resume and cover letter to the Public Service Commission by email (PSCExecutivejobs@gov.mb.ca), quoting # 43821 and position title in the subject line. If you are having difficulty opening the link, you may have to use a different browser. You may also contact Human Resource Services (contact information under "Apply to") to request a copy of the Application Screening Form. Resumes may be used in addition to the Applicant Form for screening purposes.

[*CLICK HERE TO ACCESS THE APPLICATION SCREENING FORM***](#)**

Introduction

The Family Resolution Services (FRS) branch and its community partners collaborative to provide a suite of resolution supports aimed at resolving family law matters arising from family breakdowns outside of court and to assist eligible individuals and families in navigating court processes, as necessary. The Manager of Family Justice Legal Services (FJLS) unit of the FRS, assesses and triages families for specific alternative dispute resolution (ADR) programs based on level of risk and need, and coordinates service delivery of a range of early resolution supports (i.e. parenting coaching, comprehensive co-mediation, mediation-arbitration, duty counsel, and independent legal advice) by staff and community partners, to individuals and families.

Conditions of Employment:

- Must be legally entitled to work in Canada
- Satisfactory Criminal Record Check with Vulnerable Sector Search
- Satisfactory Security Screening
- Member (in good standing) or eligible for immediate membership with the Law Society of Manitoba

Qualifications:

Essential:

- Extensive experience practicing in family law in a common law jurisdiction
- Training and experience in delivering alternative dispute resolution services in family law
- Experience managing family law service providers in the delivery of direct services to the public
- Training in delivering services to diverse communities through a trauma informed and anti-bias perspective
- Superior written communication skills
- Excellent verbal communication skills
- Excellent organizational and time management skills with the ability to work in a high pressure and time sensitive environment
- Excellent interpersonal skills with the ability to develop and maintain strong and positive working relationships, including with co-workers, clients and external interests

Desired:

- Ability to communicate proficiently in the French Language
- Knowledge of Indigenous Law, Indigenous Governance, and restorative justice principles

Duties:

The Manager has two principal roles; supervising FRS alternative dispute resolution (ADR) service delivery in concert with community partners that offer family coaching, mediation, comprehensive mediation or mediation-arbitration, and the navigation of self-represented parties through court processes including the Court of King's Bench Triage and Case Flow Management system. For ADR services, the manager operates within a triage team to assess the appropriate resources for families and to dialogue directly with service providers to ensure FRS service standards are achieved. For the delivery of court navigation services, the Manager supervises a team of Court Operations Specialist guides that may dispense legal information and provide limited legal advice under the Law Society of Manitoba (LSM) Regulatory Sandbox Innovation Pilot. They are responsible for compliance by the Court Operations Unit with the terms and conditions of the LSM pilot program. The FJLS Manager is cross trained to provide additional capacity to the Child Support Service (CSS) Unit of the

FRS that provides administrative calculation and recalculation of child support, and for that purpose, they will be designated as a Support Determination Officer under The Child Support Service Act. In the absence of the CSS Manager, they may function as the manager of that unit to ensure continuity of business operations.

Apply Now:

Advertisement # 43821
Talent Acquisition - Executive Recruitment
Human Resource Services
608-330 Portage Avenue
Winnipeg, MB, R3C 0C4
Phone: 204-945-6892
Fax: 204-945-0601
Email: PSCExecutivejobs@gov.mb.ca

Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process. When applying to this position, please indicate the advertisement number and position title in the subject line and/or body of your email. Your cover letter, resumé and/or application must clearly indicate how you meet the qualifications.

Please be advised that job competitions for represented positions may be grieved by internal represented applicants. Should a selection grievance be filed, information from the competition file will be provided to the grievor's representative. Personal information irrelevant to the grievance and other information protected under legislation will be redacted.

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

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manitoba.ca/govjobs



Any personal information provided including employment equity declarations will be used for employment and/or statistical purposes and is protected by The Freedom of Information and Protection of Privacy Act.

Alternate formats available upon request