



## City Solicitor

### People, Place, Prosperity

Working within our Strategic Plan, **Cambridge Connected**, and committing to our values of Integrity, Respect, Inclusiveness and Service, the successful candidate will work together to help the City of Cambridge achieve our vision: A place for people to prosper – alive with opportunity.

### Job Profile

Ensure the Corporation is provided with the highest quality, full range of legal and risk management services required to advance the interests of the Corporation and to minimize the risk to the City and its agencies, in a timely and cost-efficient manner.

### What you will be doing

- Makes recommendations to the City Manager and/or the Deputy City Managers regarding legal, insurance and claims decisions of the Corporation. Provides advice related to actions of all departments and recommendations, by-laws and policies, being brought forward for Council's consideration.
- Plan the business strategy and lead the day-to-day operations of a broad and full-service legal division, including Municipal Law, Real Estate, Development Planning, and City Litigation.
- Provides support to the Chief Risk Officer. Including the provision of risk management advice to the corporate leadership team, Mayor and Council as directed, and staff on all matters with potential to impact the Corporation, its officers and Council.
- Manage outsourced specialized legal service providers to ensure the City's interests are kept while keeping costs managed.
- Attend Council meetings and other committee meetings as needed to provide legal advice on any matter.
- Manages staffing, training and development and other operating budget requirements. Hires and manages the performance of staff in the Legal Services Division.
- Proactively share information, analysis and recommendations based on legislation, court and tribunal decisions that may affect the Corporation and its practices.
- Represents the Corporation at various levels of court, administrative tribunals and the Local Planning Appeal Tribunal (LPAT).
- Demonstrated political acumen and the ability to negotiate, mediate, facilitate and present information to a varied audience.
- Ability to work co-operatively with colleagues at all levels, as well as a wide range of internal and external contacts, agencies and members of the public.

### Education

Must have both an undergraduate degree and post-graduate degree in Law (LL.B.) or Juris Doctor Degree (L.D.).

## **Experience and Knowledge**

- Successful completion of an articling term and comprehensive Provincial exams;
- A member in good standing as a lawyer in the Law Society of Upper Canada;
- 7-10 years' experience and relevant broad-based legal experience, preferably in a municipality.

## **We will ask you for these items if you are hired**

- Proof of your current and valid certificate(s) and/or educational qualifications.
- Supervisor Health and Safety Awareness Training Certificate from the Ministry of Labour (may be obtained post offer)
- Valid G driver's license.

## **Your compensation**

The annual salary range for this non-union position is \$151,049 to \$184, 203 (Band Level 12). We offer a comprehensive benefit package and are an Ontario Municipal Employees Retirement System (OMERS) employer.

## **Location of position**

This position is located at Cambridge City Hall, 50 Dickson Street, Cambridge.

## **Hours of work**

Monday to Friday, 8:30 a.m. to 4:30 p.m. (35 hours per week).

## **Advertisement expiration date**

To apply, please visit [www.cambridge.ca/careers](http://www.cambridge.ca/careers). This posting closes on September 19, 2022.

## **Accommodation needs and protection of privacy**

The City of Cambridge is an equal opportunity employer, committed to diversity and inclusion. We welcome and encourage applications from all qualified individuals, and will accommodate the needs of qualified applicants under the Human Rights Code in all parts of the recruitment and hiring process.

Please contact Human Resources to make your needs known in advance, with the nature of any accommodations that you may require in respect to any materials or processes used to ensure your full and equal participation throughout the recruitment and hiring process.

Personal information collected in relation to the recruitment process is collected under the authority outlined in the Municipal Freedom of Information and Protection of Privacy Act and used solely to determine eligibility for employment with the City of Cambridge only.