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Terms & Conditions of Employment for Excluded Employees / Appointees

The Terms and Conditions of Employment for Excluded Employees/Appointees apply to all employees excluded from a bargaining unit agreement and to all appointments made by the Lieutenant Governor in Council that are designated for coverage under this policy.

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Related Topics

[Introduction \(Part 01 - Terms & Conditions of Employment for Excluded Employees / Appointees\)](#)

About This Page

[Topics: Terms and Conditions of Employment for Excluded Employees/Appointees](#)[Career Phases: Experienced, Leaving, New](#)[Roles: Supervisor, Auxiliary Employee, Executive, Regular Employee](#)[Keywords: T&C, terms and conditions, excluded, exempt](#)

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Monday-Friday, 8am to 4:30pm PST

1-877-277-0772 | 250-952-6000

Select phone option:

1. Paycheque issues, benefits, and application support (TOL, Employee Self Service, PeopleSoft).
2. Human Resources: leave and time off, salary, policy interpretation, hiring, classification, health and safety, labour relations, learning, performance management and life events.

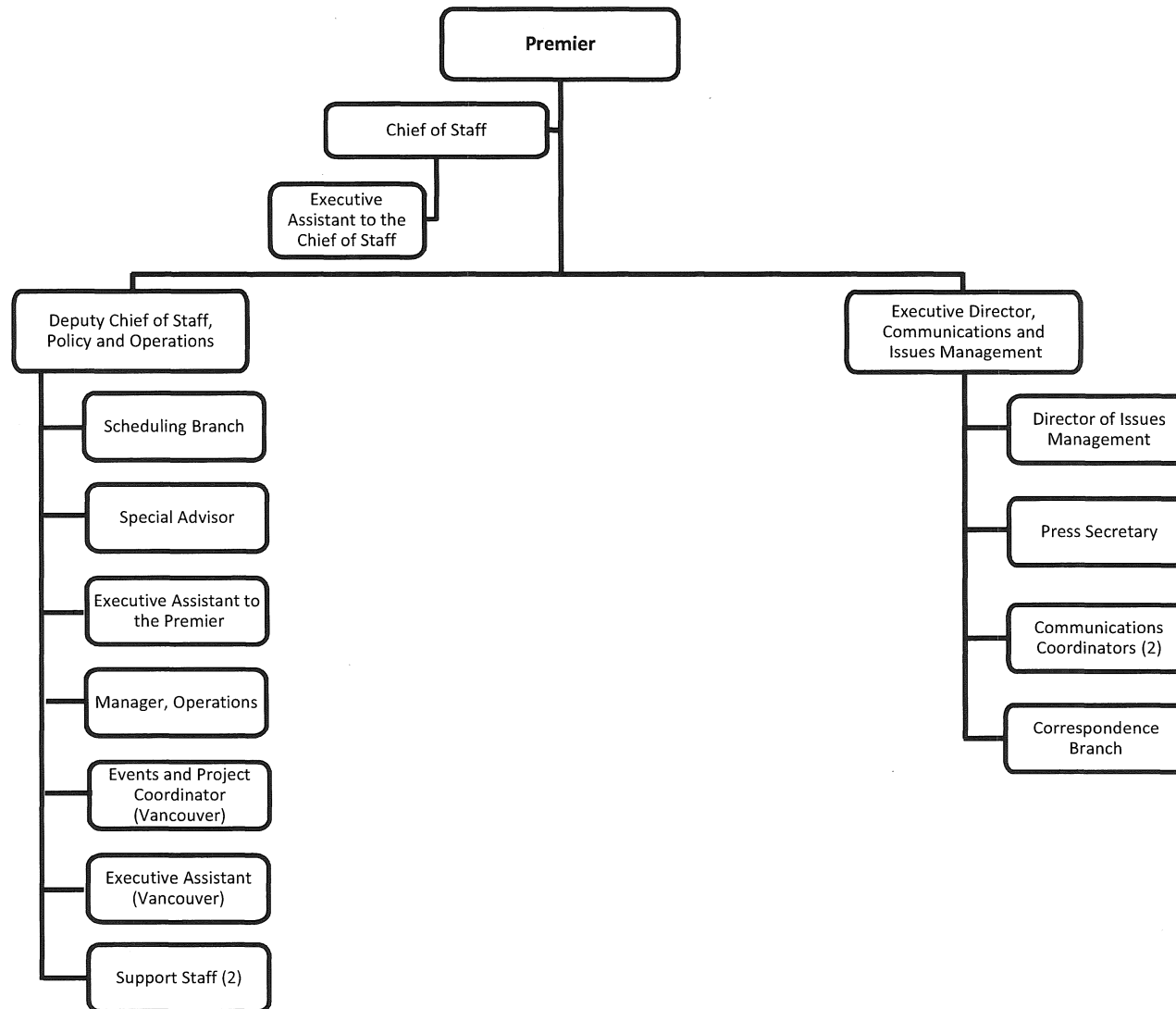
Or, submit an **AskMyHR** Service Request

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Office of the Premier



REPORTING RELATIONSHIP:

The Special Advisor reports to the Deputy Chief of Staff, Policy and Operations.

ROLE:

Responsible for providing strategic advice to the Premier's Office on, but not limited to, issues regarding First Nations and Aboriginal groups in British Columbia.

KEY RESPONSIBILITIES:

- Provide strategic advice for the Premier and Premier's Office on government files.
- Provide technical support to the Chief of Staff and Deputy Chief of staff, where required.
- Work with the Chief of Staff to facilitate, create and sustain strong relationships with Aboriginal leaders.
- Work with the Chief of Staff to strengthen existing relationships with Aboriginal leaders.
- Under the direction of the Chief of Staff, meet with Aboriginal leadership to facilitate and strengthen relationships with their constituents.
- Organize and coordinate activities, meetings, events and stakeholder engagement.
- Liaise with various ministry staff and provide input and advice regarding key Aboriginal issues.
- Facilitate strong and effective communication between the Office of the Premier and Aboriginal leadership.

PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

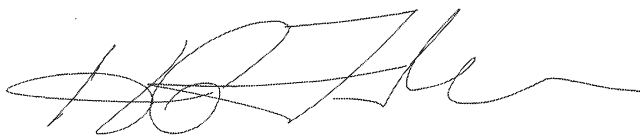
Order in Council No. 224, Approved and Ordered April 28, 2014


Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that the Schedule to Order in Council 253/2013 is amended by adding the following appointment:

Column 1 Person	Column 2 Position	Column 3 Premier/Minister	Column 4 Remuneration
GRANT, Wade	Special Advisor on First Nations Issues	Premier	Beginning at Step 5


Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: Public Service Act, R.S.B.C. 1996, c. 385, s. 15

Other: OIC 253/2013

April 25, 2014

page 1 of 1

RESUB O/374/2014/33

Leamy, Michelle T PREM:EX

From: Leamy, Michelle T PREM:EX
Sent: April-25-14 4:38 PM
To: Hermiston, Marilee PSA:EX
Subject: Staff Changes

Hi Marilee:

Wade Grant is being appointed Special Advisor on First Nations Issues in the Premier's Office effective Monday, April 28, 2014. His remuneration will begin at Band A, Step 5.

Thanks.

m

Public Service Act
POLITICAL STAFF OATH REGULATION

Definition

- 1 In this regulation, “**political staff member**” means a person described in the Schedule to the Standards of Conduct for Political Staff Regulation

Form of oath

- 2 The prescribed form of oath for a political staff member for purposes of section 21 of the Public Service Act is as follows:

As an appointee under section 15(1) (a) of the *Public Service Act*, I, Wade Grant, [appointee name] do solemnly swear affirm [circle one] that I will

- 1 loyally serve the people of British Columbia through their democratically elected government,
2 honour and faithfully abide by the Standards of Conduct for Political Staff, and
3 to the best of my ability,
(a) act with integrity, putting the interests of the public and the public service above my own personal interest and avoiding all conflicts of interest, whether real or perceived,
(b) safeguard confidential information, not divulging it unless I am either authorized to do so or required to do so by law,
(c) conduct myself honestly and ethically, in a manner that maintains and enhances the public's trust and confidence in the Province of British Columbia and does not bring it into disrepute.

Sworn/Affirmed [circle one] by me, at Victoria, BC, this 23 day of April, 2014.

Melanie Deary
Person administering Oath or Affirmation

[Signature]
Person giving Oath or Affirmation



Standards of Conduct for Political Staff Acknowledgement


The **Standards of Conduct for Political Staff** can be found [online and downloaded in printable format.](#)

The objectives of this policy are to describe the standards of conduct expected of political staff and to define employer and staff responsibilities related to them. Some of the principles described in the policy are reflected in the Political Staff Oath taken by all political staff.

Staff who breach the Standards of Conduct for Political Staff may be subject to disciplinary action up to and including dismissal.

Please ensure you read the policy and adhere to its principles and procedures, noting especially the accountabilities of political staff. **Sign the statement at the bottom of this page and return it to the employer within ten working days.** Retain the attached policy for your records.

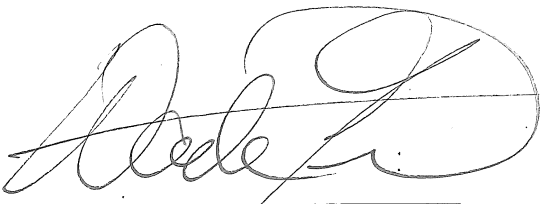
I hereby acknowledge that I have received a copy of the Standards of Conduct for Political Staff and that I have read and understood this policy.

	<u>Wade Grant</u>	<u>Apr. 29/14</u>
SIGNATURE	NAME	DATE

Information and Communications Technology (ICT) Agreement

**Information Management and Information
Technology Management**

I, Wade Grant, have received a copy of the Standards of Conduct and the Policy Directive dated March 21, 2014 entitled 'Appropriate Use of Government Information and Information Technology Resources' and understand my responsibilities regarding the appropriate use of government information and communications technology.



Employee Signature

Apr. 29/14

Date

pc: BCPSA HR Client Services for Employee Personnel File