

DESCRIPTIVE WORK TITLE Legal Counsel	CURRENTLY APPROVED CLASSIFICATION Legal Counsel 3	CHIPS # Various
DESCRIPTIVE WORK TITLE OF IMMEDIATE SUPERVISOR Senior Counsel	IMMEDIATE SUPERVISOR'S CLASSIFICATION Legal Counsel 4	CHIPS # Various
MINISTRY BRANCH Justice Legal Services	DIVISION Various	LOCATION Victoria

General Accountability:

On behalf of the Attorney General, these lawyers discharge the duties and functions assigned to the Attorney General under the *Attorney General Act* including:

- a) ensuring that the administration of public affairs is in accordance with the law;
- b) advising on the legislative Acts and proceedings of the Legislature;
- c) advising the heads of ministries of the government on all matters of law connected with the ministries;
- d) undertaking the conduct of all litigation for or against the Crown;
- e) drafting and settling agreements and documents to be executed by the Crown.

Organizational Structure:

These lawyers are responsible to a member of the Management Committee of the Legal Services Branch and through that member, to the Assistant Deputy Attorney General, the Deputy Attorney General, the Attorney General and other Ministers and officials of the Crown.

Nature and Scope:

The duties of these lawyers are those of counsel and legal advisor to the ministries, boards, commissions or Crown agencies to which they have been assigned. These lawyers must be in good standing with the Law Society of British Columbia, normally be in at least their 8th year of call to the bar and possess a demonstrated proficiency in the areas to which they have been assigned. These lawyers provide advice and appear, where necessary, in court and before administrative tribunals representing the Crown and are expected to negotiate and recommend settlements where appropriate. As well, they would consult on the formulation, implementation and interpretation of legislation and be responsible for the interpretation of the common law and the preparation and drafting of a whole range of legal documents and process.

A significant portion of their work involves matters of a confidential and sensitive nature. These lawyers are expected to keep abreast of and advise on current developments in related aspects of the law which may affect areas of concern to government. They may assist in developing and recommending alternatives and initiating changes in these areas of the law when required.

It must be recognized that the personal attributes and professional skills of these lawyers will have to be broad enough to serve the needs of personnel ranging from

senior administrative government officials up to the Minister. They can also be called upon and be expected to give advice at any time in an area of the law outside the dimensions of their assigned legal responsibilities. Previous experience in a government setting would prove valuable to an incumbent at this level.

These lawyers may be required to review and participate in the preparation of legislation, regulations and orders in council prior to requests by government ministries for drafting services. They must also professionally assess revisions to legislation in areas related to assigned responsibilities.

Dimensions:

Matters dealt with by these lawyers can involve large sums of public funds. Other matters not involving money directly, are no less significant because of their impact on the operations of government, their precedent setting aspects or because of the way they affect the general public.

Special Accountabilities:

1. To deliver professional legal advice to government in areas assigned to the lawyer;
2. To assist government as a general legal advisor with the development of its policy, programs and legislation in the field assigned to the lawyer;
3. To maintain an actual and informed presence in the related areas of law affecting government;
4. To achieve and maintain high professional standards.