

February 2023

**APPLICATION DEADLINE: Open until position is filled**

The British Columbia Law Institute (BCLI) is BC's independent, non-profit law reform agency. The Canadian Centre for Elder Law (CCEL) is a division of the BCLI dedicated to legal and policy issues related to our aging population. We seek a Director to join our team and lead this work. The successful candidate will have an interest in promoting better futures for Canada's aging population and addressing fundamental legal and systemic issues for all peoples in British Columbia.

**ABOUT THE POSITION**

The BCLI is a small team of legal professionals that work to improve and modernize the law. Our projects develop just and innovative solutions, and increase access to justice through independent scholarly research, writing and educational tools for law reform. The CCEL has operated at BCLI for 20 years conducting legal research, consulting with community, and developing reports and educational tools on law and policy issues related to aging. The BCLI also recently launched our Reconciling Crown Legal Frameworks program which undertakes law reform, research and education to inform the Crown's ability to align with Indigenous legal frameworks and enable legal pluralism.

This is a full-time position; the location is flexible. The BCLI offices are located at the Peter A. Allard School of Law on the unceded territories of the Musqueam (xwməθkwəyəm), Squamish (Skwxwú7mesh Úxwumixw), and Tsleil-Waututh (Səlílwi ətaʔ/Selilwitulh) peoples. Our office is based in Vancouver and the candidate will need to be able to attend in person regularly as part of our team.

**ROLES AND RESPONSIBILITIES**

You will work as part of the BCLI team under the direction of the BCLI Executive Director. The position involves:

- Leading the development and implementation of CCEL projects in collaboration with the Executive Director
- Contributing to and supporting BCLI projects
- Producing content for publications, including law reform reports, study papers, and public legal education tools
- Leading outreach and maintaining relationships with the elder law community and elder sector
- Conducting legal research, writing and analysis in support of ongoing law reform projects
- Producing articles for our blog and other publications to promote our work
- Developing project plans, supporting fundraising efforts, managing projects and grants
- Undertaking public communications and outreach on behalf of BCLI/CCEL in support of our projects
- Supervising lawyers, interns and students

## QUALIFICATIONS

- Member of the Law Society of BC
- At least 3 years of experience in a related practice area (wills and estates, capacity law, human rights law, law reform)

Candidates should be prepared to demonstrate the following:

- Outstanding legal analysis, research and writing skills, with the ability to manage extensive comparative research
- Strong ability to identify policy issues and explain options for how the law should change
- Experience in developing and giving presentations on law reform topics to online and in-person audiences
- Interpersonal, communication and problem-solving skills
- Ability to work within a high functioning team
- Willingness to consider respectfully many points of view
- Demonstrating or developing skills related to project management

The following skills and experiences would be an asset in this role:

- Written and oral French language skills
- Experience working with vulnerable populations, Indigenous peoples and communities on law and policy issues
- Experience developing educational resources or public legal education learning tools (print, video, online)
- Ability to apply cultural safety and humility approaches + a gender-based analysis to research and writing

The BCLI values diversity, and particularly acknowledges the expertise applicants may bring related to their identity and personal experiences. We welcome applications from members of communities experiencing structural discrimination, including Indigenous people, racialized people, trans, gender non-conforming, and non-binary People, Two-Spirit people, LGBTQ+ people, and people with disabilities. We encourage applicants to self-identify any personal characteristics or experiences that support our commitment to diversity if they feel comfortable doing so.

## SALARY AND BENEFITS

\$85,000 to \$100,000 per annum, commensurate with experience and year of call. BCLI offers generous benefits and 4 weeks of vacation, in addition to our office closure from December 24<sup>th</sup> to January 1<sup>st</sup> annually.

## HOW TO APPLY

Applications should include a cover letter, resume detailing relevant experience, and a legal writing sample of not more than 20 pages. Please submit your application to Karen Campbell, Executive Director, at [careers@bcli.org](mailto:careers@bcli.org) with the subject line "CCEL Director Position".

We anticipate interviewing short-listed candidates via remote videoconferencing. We thank all applicants for their interest. Only those applicants selected for an interview will be contacted.

Please contact us at [careers@bcli.org](mailto:careers@bcli.org) with any questions about the position, including any requests to meet your accessibility needs in relation to the application process.