



# Forest Practices Board

**TITLE: GENERAL COUNSEL**

**WORK UNIT: EXECUTIVE**

**SUPERVISOR TITLE: EXECUTIVE DIRECTOR**

**SUPERVISOR POSITION #: 00005666**

## **JOB OVERVIEW**

The General Counsel provides a full range of in-depth legal advisory services to the Board, executive and program areas, including expert advice on all legislation affecting the operations of the Board, advice on administrative appeals, and legal opinions on problems and issues arising from specific audit and investigation cases.

## **ACCOUNTABILITIES**

- Provides expert legal advice and acts as General Counsel to the Chair and the Board, and provides legal services to the Executive Director and staff on a wide variety of issues related to administrative law, to the mandate of the Board, and to the interpretation of all relevant legislation, operations, appeals and hearings.
- Provides legal advice to Board members on matters of policy and legislation related to complex or high profile *Forest and Range Practices Act* and *Wildfire Act* cases, matters of particular interest to the Board, and the implications for, and obligations of, the Board under provincial statutes, including the *Freedom of Information and Protection of Privacy Act*.
- Provides senior level advice and guidance to the Executive Director, Chair and Board on a full range of review and appeals responsibilities. Develops and recommends interpretation guidelines and policy for approval by the Board and directs the review and appeals section of the Board.
- Acts as legal counsel and Board representative during Judicial Review proceedings, appeals to the Forest Appeals Commission, law suits and other legal forums in which the Board has involvement.
- Develops methods and provides the tools and support to staff to manage reviews and appeals and deal with legal issues over the long term, to ensure an environment of credibility and respect develops between the Forest Practices Board and the forest industry, government and the general public.
- Leads or contributes to development of special reports on matters of policy and legislation related to the *Forest and Range Practices Act* and *Wildfire Act*, and/or the mandate of the Board.
- Contributes to the effective management of the Board as a member of the management committee, and acts as Executive Director in the absence of the incumbent.

## **JOB REQUIREMENTS**

- Membership with the Law Society of BC.
- At least seven years of senior level experience, including at least three years' experience directly dealing with natural resource management issues. Experience includes:
  - legal services;
  - program delivery, project management, investigations, policy development, negotiations, dispute resolution, or equivalent experience;
  - dealing with high profile organizations and sensitive issues in a fair and objective manner; and,
  - writing reports and briefing notes for senior executive.
- Preference may be given for one or both of the following:
  - a degree in forestry, biology, engineering, or resource management with professional accreditation in one of those fields;
  - experience conducting litigation before the Forest Appeals Commission, or a similar administrative tribunal setting.

## BEHAVIOURAL COMPETENCIES

- **Accountability** - Takes responsibility for outcomes (positive or negative) of one's work; admits mistakes, takes ownership and refocuses efforts when appropriate; takes responsibility for commitments to deliver results. Holds others accountable for maintaining a high standard of performance.
- **Ethics & Integrity** - Maintains a commitment to honesty; communicates intentions, ideas and feelings openly and directly and welcomes openness and honesty even in difficult situations. Represents information and data accurately and completely. Maintains confidentiality.
- **Leading/Living the Vision and Values** - Keeps the organization's vision and values at the forefront of decision-making and action. Communicates the importance of the vision and values to others as key to maintaining a positive and energized culture. Moves others to action by translating the vision and values into day-to-day activities and behaviours. Guides and motivates others to take actions that support values and vision.
- **Strategic Focus** - Identifies key issues and relationships that impact the achievement of long-range goals and vision. Links long-range vision and concepts to daily work ranging from a simple understanding to a sophisticated awareness of the impact of the world at large on strategies and alternatives.
- **Contribution to team success** - Treats others with dignity and respect and values their contributions. Demonstrates a spirit of pride and trust in the team. Has the desire and ability to understand and respond effectively to other people from diverse backgrounds and with diverse views.
- **Planning and Organizing** - Proactively plans, establishes priorities and allocates resources to ensure work is completed efficiently. Monitors and adjusts work plans to accomplish goals and deliver to the organization's mandate.

## INDIGENOUS RELATIONS BEHAVIOURAL COMPETENCIES

- **Building a Trust-Based Relationship** - Requires a fundamental understanding that "relationship" is the foundation from which all activities happen, and that building a good relationship takes time and commitment. It is a willingness to build a personal relationship in addition to a professional one, participating in open exchanges of experiences and culture. It requires a genuine, non-controlling approach and relies upon demonstrated integrity and transparency. Building a trust-based relationship requires a high level of consciousness of the experience of Indigenous people with Crown relations. It assumes that strengths abound in Indigenous people, cultures and communities.
- **Cultural Agility** - Is the ability to work respectfully, knowledgeably and effectively with Indigenous people. It is noticing and readily adapting to cultural uniqueness in order to create a sense of safety for all. It is openness to unfamiliar experiences, transforming feelings of nervousness or anxiety into curiosity and appreciation. It is examining one's own culture and worldview and the culture of the BC Public Service, and to notice their commonalities and distinctions with Indigenous cultures and worldviews. It is recognition of the ways that personal and professional values may conflict or align with those of Indigenous people. It is the capacity to relate to or allow for differing cultural perspectives and being willing to experience a personal shift in perspective.