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 Building Nunavut Together  
 Nunavut liuqatigiingniq  
 Bâtir le Nunavut ensemble

## GOVERNMENT OF NUNAVUT EMPLOYMENT OPPORTUNITY

**Title:** Law Clerk  
**Department:** Justice  
**Community:** Iqaluit  
**Reference Number:** 05-504827  
**Type of Employment:** Term  
 Two years until April 30, 2021

**Salary:** \$76,747.00 per annum; 37.5 hour/week  
**Northern Allowance:** \$ 15,016.00 per annum  
**Union Status:** Excluded  
**Housing:** Subsidized Staff Housing is Available  
**Closing date:** November 16, 2018 @ 12:00AM EST

### Clerkship Program at Nunavut Court of Justice

This is a Position of Trust and a satisfactory Criminal Record Check is required.

This employment opportunity is open to all applicants.

Reporting to the Executive Legal Officer, Office of the Chief Justice, the Law Clerk position will provide extraordinary working and learning experiences to recent law school graduates. The incumbent will assist all of the resident Judges, Justices of the Peace, and Deputy Judges, as well as the Executive Legal Officer in the Office of the Chief Justice. The position supports the Judiciary in the administration of justice in the territory, thus improving access to the justice in Nunavut. Additionally, the position assists with the administration of the Access to Court Records policy at the Nunavut Court of Justice.

The successful candidate will have at a minimum a J.D. (Juris Doctor) or LL.B. (Legum Baccalaureus) from an accredited Canadian law school or its equivalent prior to commencing the position. The incumbent must have experience conducting legal research, preparing memoranda, legal writing, and analysis. Performing substantive and grammatical editing is also required. It is of primary importance for this position to have strong interpersonal and organizational skills. Experience in criminal law working in a court setting or a legal environment will be considered assets.

Candidates are asked to submit the following material with their applications (total attachment should be smaller than 4 Mb):

- 1) A cover letter.
- 2) A current curriculum vitae.
- 3) Official transcripts of all post-secondary studies, including transcript of law school.
- 4) A legal writing sample (no more than 5 pages).
- 5) Letters of reference (at least two (2) from members of law school faculty who could comment on your legal research, writing and analytical skills).

#### OTHER INFORMATION:

Unless negotiated separately, the position does not count towards your province's articling requirements. For more information regarding articling in Nunavut contact the Nunavut Law Society.

The Official Languages of Nunavut are Inuktitut, Inuinnaqtun, English, and French. Knowledge of Inuit language, communities, culture, land and Inuit Qaujimagatuqangit is an asset as is fluency in more than one of Nunavut's official languages.

If you are interested in applying for this job, please email your cover letter and resume to [GNHR@gov.nu.ca](mailto:GNHR@gov.nu.ca). Please include the REFERENCE # in the subject line of your email.

- The Government of Nunavut is committed to creating a more representative workforce so it can better understand and serve the needs of Nunavummiut. Priority will be given to Nunavut Inuit. Candidates must clearly identify their eligibility in order to receive priority consideration under the Nunavut Priority Hiring Policy.
- Employment in some positions requires an acceptable criminal record check. Possession of a criminal record will not necessarily disqualify candidates from further consideration.
- Applicants may submit their resume in the Official Language of their choice.
- Eligibility list may be created to fill future vacancies.
- Job descriptions may be obtained by fax, email or on the website.
- Only those candidates selected for an interview will be contacted.

**CONTACT:** Department of Finance, Government of Nunavut  
 PO Box 1000, Station 430, Iqaluit, Nunavut X0A 0H0  
[www.finance.gov.nu.ca](http://www.finance.gov.nu.ca)

**Phone:** (867) 975-6222  
**Toll Free:** 1-888-668-9993  
**Fax:** (867) 975-6220  
**Email:** [gnhr@gov.nu.ca](mailto:gnhr@gov.nu.ca)