

# SENIORS FIRST BC

150-900 Howe Street  
Vancouver, BC V6Z 2M4  
Business Line: 604-688-1927  
Fax: 604-437-1929

Challenging but fulfilling opportunity for a lawyer to build upon past successes and take Seniors First BC to the next level as a leader in the field of law-related services for older adults.

## **Executive Director and Elder Law Clinic Director**

Posted: March 4, 2019  
Location: Vancouver, BC

### Description

Seniors First BC is an established community based not-for-profit society that serves older adults throughout British Columbia from its offices in Vancouver. Currently our major programs are our Seniors Abuse and Information Line (SAIL), our direct legal services for vulnerable clients who are unable to access private counsel, and our province-wide educational and training workshops. We are searching for a person to fill the combined role of Executive Director and Elder Law Clinic Director.

The Executive Director reports to the Board of Directors and is responsible for:

- Overseeing the successful leadership and management of Seniors First BC;
- Implementing policies established by the Board of Directors;
- Ensuring the delivery of high quality services to individuals and community;
- Establishing and maintaining relations with funding agencies as well as preparing applications for grants and funding;
- Communicating with external stakeholders, government and non-governmental agencies and media;
- Presenting at conferences, community events and workshops;
- Ensuring the evaluation and training of employees.

The Elder Law Clinic Director is responsible for

- Ensuring the operations of the Elder Law Clinic and legal advocacy services meet the standards of practice required by the Law Society of British Columbia;
- Representing clients in court, at administrative boards, and in alternate dispute resolution proceedings as well as providing informal advocacy on behalf of clients;

- Supervising Elder Law Clinic staff and lawyers;
- Supervising the Legal Advocacy Program;
- Maintaining active participation in the legal community;
- Liaising with funders of legal services.

#### Qualifications

- Membership in or eligibility for membership in the Law Society of British Columbia;
- Minimum five years' experience in the practice of law, in particular, civil litigation, administrative law and alternative dispute resolution;
- Experience in a managerial or supervisory position within a nonprofit environment, preferably in the field of service delivery to vulnerable people. Social work or counselling background would be an asset;
- Satisfactory criminal record check;
- Valid Driver's Licence

Salary will be commensurate with experience and qualifications, and with similar positions in the not-for-profit sector.

Please mail or deliver your cover letter and resume to:

Hiring Committee  
Seniors First BC  
150- 900 Howe Street  
Vancouver, BC V6Z 2M4

Or via e-mail to [blopera@seniorsfirstbc.ca](mailto:blopera@seniorsfirstbc.ca).

This position will remain open until a suitable candidate is found. Candidate screening is expected to begin April 2, 2019.

All applicants are thanked in advance. Only those shortlisted will be contacted.