

**EMPLOYMENT OPPORTUNITY:**

**LEGAL COUNSEL**

April 13, 2021

**ABOUT THE MARKET SURVEILLANCE ADMINISTRATOR**

The powers and authority of the Market Surveillance Administrator (MSA) are set out in the *Alberta Utilities Commission Act* and related regulations. The work of the MSA is done by a small group of highly trained analysts, economists, legal and administrative staff. The Administrator leads the MSA and is appointed for a fixed term by the Minister of Energy.

Work at the MSA is busy, the issues challenging and the approach collaborative. The range of legal work is broad and is both inward and outward facing. Legal Counsel plays a key internal role by contributing strategic legal advice and services as an integral member of the MSA team. Looking outward, legal advice and service is a key component of the delivery of the MSA mandate, including monitoring, compliance and enforcement of market participant industry behavior, compliance with Alberta's market rules and electric reliability standards, developing guideline and conducting investigations that may lead to enforcement action before the Alberta Utilities Commission.

**EMPLOYMENT OPPORTUNITY**

The MSA is looking for a Legal Counsel. This position would report to the General Counsel.

**THE RIGHT PERSON**

The ideal candidate would present broad and strong team member skills, legal knowledge and experience in: (i) economic regulatory process and procedure; (ii) energy sector; and (iii) the relevant legal framework in Alberta and Canada. Experience in the electricity industry and the regulatory environment in Alberta would be a distinct advantage.

The ideal candidate would have strong listening, analytical, and writing skills. You must be able to work efficiently, collegially, and effectively with your colleagues at the MSA, industry personnel, including counsel, external counsel, and outside experts. Also critical is the ability to engage on a constructive and knowledgeable basis with market participants, government, industry agencies within Alberta and in other jurisdictions, and other stakeholders.

## **QUALIFICATIONS AND PROFESSIONAL EXPERIENCE**

- Bachelor of Laws (LLB) or Juris Doctor degree;
- Member of the Alberta Law Society or eligible for such membership;
- 5-10 years' relevant legal experience;
- Key competencies include exceptional drafting skills along with excellent oral and written communication skills;
- Ability to work collegially with a small team and to provide services on a wide range of issues;
- Sound independent judgment, reasoning, and diplomacy;
- Possess a strong sense of ethics and the ability to handle sensitive information with tact and discretion;
- Ability to work in a multi-task environment with attention to detail; and
- Ability to manage changing priorities in a fast-paced environment and ensure deadlines are met.

## **MAIN RESPONSIBILITIES**

Your responsibilities will be varied and may include, without limitation, the following:

- Establishing and maintaining a valued and respected team member role as a key resource for advice and services within the MSA;
- Providing timely and practical legal advice to support fair and responsible monitoring, investigative, and enforcement MSA activities;
- Advising with respect to submissions to the Alberta Utilities Commission and other reports and postings of the MSA;
- Providing timely and practical legal advice and services to ensure the MSA's compliance with applicable laws, regulations, and government policies;
- Participating in enhancing the form and manner of how the MSA carries out its mandate;
- Communicating and reporting to executive team, as required;
- Interacting with industry market participants, and other stakeholders, as appropriate;

- Liaising with other legal counsel in the electricity industry, as required, including those of the Government of Alberta, Alberta Utilities Commission, other Alberta agencies and market participants;
- Providing assistance with respect to the interpretation of relevant legislation, ISO rules, and Alberta Reliability Standards;
- Instructing outside counsel as required; and
- Keeping abreast of legislative initiatives, court proceedings, and regulatory proceedings relevant to the mandate of the MSA.

### **MSA REMUNERATION AND BENEFITS**

The MSA seeks to compensate its employees in a manner commensurate with their training and experience, and comparable to similar employers in Alberta. In addition to their salary, MSA employees are eligible for a comprehensive medical/dental benefits package, as well as matching a portion of contributions to a registered retirement savings plan. Vacation, flex days and other entitlements are also included.

### **APPLICATION PROCESS**

The competition for the position of Legal Counsel is open until April 27, 2021. Interested persons should send their resume and a cover letter via email quoting the position title in the subject line to [careers@albertamsa.ca](mailto:careers@albertamsa.ca).

We thank all applicants for their interest in the MSA; however only those candidates selected for an interview will be contacted. Successful candidates will need to undergo background checks prior to the commencement of employment.

### **PRIVACY NOTICE**

The personal information contained in cover letters and resumes is being collected for the purpose of determining your eligibility and qualifications for a position with the MSA. This information is collected in accordance with section 33(c) of the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection or use of this information, please contact the MSA's FOIP Coordinator, Suite 600, 440 – 2<sup>nd</sup> Avenue SW, Calgary, AB T2P 0L6 or by telephone at 403-705-3181.