

In-House Solicitor



This opportunity is simple: we're inviting you to bring your leadership skills and talent to our organization through the role of ***In-House Solicitor!***

We're looking for a dynamic team member ready to contribute to our vision of being a community of communities where all people belong. We're excited about this role and the opportunity it presents for the successful applicant, our organization and our community.

Statement of Intent: Our goal is to be a diverse and inclusive workforce representative of the communities we serve at all job levels. We encourage applications from Indigenous People, Persons of African Descent, Black/African Nova Scotians and other Racially Visible Persons, Persons Living with Disabilities, Gender Diverse Persons and members of other historically excluded communities. While we recognize the inherent difficulty of doing so, members of equity seeking communities are encouraged to self-identify in their cover letter or resume.

Primary Responsibilities

- Provide management, leadership, and support to the Policy Analyst, Policy Researcher, and other assigned staff.
- Prepare annual work plan(s) and operations budget for legal and policy development.
- Prepare reports concerning legal and policy issues with options and recommendations.
- Provide general legal advice in areas such as contract/agreement drafting and negotiation, and land transactions.
- Risk management functions such as serving as the main point of contact with the Municipality's insurer and the provision of advice on the impact to the Municipality of enacted or proposed changes to Provincial or Federal statutes.
- Liaise with contracted external legal services as required, e.g., the Municipality's contracted Municipal Solicitor.
- Serve as a member of senior administration.

Candidate Profile

- Bachelor of Law from a recognized university.
- Member of the Nova Scotia Barristers' Society or be qualified to be admitted.
- One to three years of call although newly admitted members may be considered.
- General practitioner with contract/commercial experience. Preference will be given to those lawyers who have experience with one or more of the following areas: construction and development projects, municipal law, or drafting and negotiating agreements.
- An authorization pursuant to the *Nova Scotia Land Registration Act* and its associated Regulations would be considered an asset.
- Proficient in the use of Microsoft Office applications, e.g. Word, Excel, PowerPoint and SharePoint.

Compensation & Benefits

This is a full-time non-unionized position. Compensation includes a competitive salary and a benefits plan. Salary will be at the Director salary range of \$120,000 - \$160,000. Regular hours of work will be Monday to Friday 8:30am – 4:30pm. Some evening hours will be required.

For a detailed job description please click [here](#).

Extra Details

The Municipality of the County of Kings is a community of communities, both urban and rural, offering an exceptional lifestyle to residents. With a population of more than 60,000, the Kings Region offers full-service amenities you'd typically find in more urban environments in quaint small towns with vast rural landscapes and amazing vistas.

Learn more about our region, our organization and our commitment to Equity and Diversity [here](#).

How to apply

Send us your resume and cover letter merged into a single PDF with the position title in the email subject line. Help us understand how your talent and experience will help us achieve our vision, mission and goals. Don't be afraid to be personal! We are excited to get to know you.

Send your complete application package to Cathy Nichols, Human Resources Manager at workhere@countyofkings.ca by **4:30pm August 15, 2025**.

In order to provide an equitable experience for all candidates, the Municipality is happy to offer accommodation, adjustments and changes throughout our recruitment process. Persons who anticipate needing accommodations for any part of the recruitment process may contact, in confidence, workhere@countyofkings.ca.

We thank all applicants for their time and effort in applying, however, only applicants selected for an interview will be contacted.

Note: Offer of employment is conditional upon the completion of all applicable background checks and confirmation of credentials, the results of which must be satisfactory to the employer. Checks may include one or all of the following: Reference/Employment Verification, Criminal Background, Vulnerable Sector and Education.

