## Registrar Court of Appeal

Alberta Justice and Solicitor General, Edmonton – Advance initiatives that enhance access to justice and delivery of appellate service for Albertans.

Reporting functionally to the Chief Justice of Alberta and administratively to the Assistant Deputy Minister, Court Services, you will oversee operations of the highest court in the province. As the chief administrative officer for the Court, you will direct financial, administrative and operational affairs in a specialized environment that directly impacts the administration of justice. Your seasoned leadership will support a diverse team in the development of information technology initiatives, and programs and services that present strategic solutions to key business challenges. Trusted collaboration and close liaison with members of the Court, the Ministry, and stakeholders across government will be critical as you champion implementation of innovative systems and policies to enhance Court operational efficiencies. As a member of the Court Services Division Leadership Team, you will contribute to Ministry and corporate strategic priorities.

You bring extensive related senior management experience overseeing complex operations in a large, service-oriented organization. Your background reflects an understanding of issues impacting the justice system and court services, and a strategic approach to implementing process improvements that respond to evolving service needs. Recognized as a progressive leader, you have demonstrated strengths in influencing and facilitating organizational change, building capacity, and inspiring teams to achieve results. Proven consultation and collaboration skills, diplomacy, and sensitivity to protocol issues in building relationships with diverse stakeholders are essential to your success. Sound knowledge of federal and provincial statutes and regulations, as well as the *Alberta Rules of Court* and Practice Directions will support you in this role. A related degree is preferred. This position offers a competitive salary commensurate with qualifications. Secondments will be considered. Final candidates will be required to undergo a security screening. This competition may be used to fill future vacancies. **Closing date: October 28, 2013** 

Job ID: 1019623 Open Competition

Visit <a href="www.jobs.alberta.ca">www.jobs.alberta.ca</a> for more information and to apply directly online, or fax your resume to Executive Search, Alberta Corporate Human Resources, Fax (780) 422-0468. When applying online, please submit your cover letter and resume as one file. Online applications will receive an automated confirmation. You will be contacted if you are selected for an interview. Our contact number is (780) 408-8460.