

IDENTIFICATION

Job Title:	Northern Director of Law	Division:	Academic
Title of Immediate Supervisor:	TBD	Position Number:	YUNew
Supervisor's Title:	Provost & VP Academic	Effective Date:	

Purpose of the Role

The Northern Director of Law, guided by a workplan developed with the Yukon Law Education Society, the Southern University Partner and Yukon U, will develop and launch the Yukon University Law Program.

Key Responsibilities

The Director is responsible for coordinating the participate of all partner and sponsor organizations while facilitating collaboration between faculty, students and external stakeholders to ensure the success of the program.

The Director in collaboration with the university partners, the Law Society and the Southern Director of Law, is responsible to develop admission criteria for the Yukon Law Program.

The Director is responsible for the promotion of the program and for securing financing to provide ongoing program funding to build a foundation for the initial three years of the program and to ensure ongoing financial support beyond the three years, to secure facilities, including student housing to support the program.

The Director is responsible for ensuring prospective students have appropriate access to Yukon U's student services including financial aid and/or sponsorship.

The Director will review YukonU and Southern University Partner academic policies and standards for law students in collaboration with the Southern Director and reporting regularly to the Dean and Southern Director on program operations.

The Director is accountable for the development, tracking and reporting of Metrics for the Law Program.

The Director will provide to Yukon U and relevant partners on program operations and providing annual reports to the Yukon Law Education Society.

The Director will liase with the Law Society of Yukon and other relevant organizations to support student admissions to the bar.

Other duties as determined by the Director's supervisor as the project evolves.

People Leadership

The Director does not directly manage people but is managing the project to develop all Yukon components of the Yukon Law Program with the exception of curriculum. The individual will be the liaison with the Yukon Law Education Society, with the Southern Director of Law and with other university partners, faculty, students and other stakeholders.

JOB ELEMENTS

Decision - Making

The Director is accountable for securing facilities, student housing, and library access, to support the program's operations.

The Director is responsible for securing prospective students' access to YukonU's student services, including student financial assistance.

The Director will develop and administer the overall law program budget and monitoring the financial administration of the program to align with YukonU's financial policies and strategic goals.

Communication and contacts

In order to develop the Northern Law Degree Program the Director will regularly engage with leaders within Yukon U, external partners to the program including UofC, Yukon First Nations Governments & Communities, potential students Yukon Law Society, Staff & Faculty at Yukon U, Yukon U Marketing and Communication Department.

Communication will be frequent and ongoing and critical to the development and launch of the program including the recruitment and support of students who are accepted into the program.

Knowledge and Experience

5+ years experience working across Yukon Communities and with First Nation Governments.

Experience working in a post-secondary environment.

JD or LLB preferred but not required.

WORKING CONDITIONS

Specific Working Conditions & Requirements

The Director will be based out of the Ayamdigut campus in Whitehorse however travel throughout the territory and potentially to Calgary will be a regular component of the role. Travel will be both via air and road and may be frequent at different times throughout the build and launch.