

Solicitor IV (Litigation Lead)

Department: Legal Services

Designated Work Location: 3rd floor, 185 King St.; Remote with designated work location

Position Type: Permanent, Full-time

Hours of Work: 8:30 a.m. to 4:30 p.m., Monday to Friday, overtime as required

Salary: \$121,838.141 - \$171,864.730 annually, Out of Scope/Grade 7

Employee Group: Out of Scope

Posting No.: 127171

Closing Date: August 7, 2026

Providing a wide range of services to over half of all Manitobans, The City of Winnipeg is one of the largest employers in Manitoba. We provide a comprehensive range of benefits and career opportunities to our employees. These include competitive salaries, employer-paid benefits, dental and vision care, pension plans, and maternity/parental leave programs. Additionally, we offer education, training, and staff development opportunities to ensure that our employees are equipped with the necessary skills to advance in their careers.

Our Benefits web page provides detailed information about the benefits we offer, and we encourage you to visit it for further information at [City of Winnipeg Benefits](#). We take pride in fostering a [respectful](#), [diverse](#), safe, and healthy workplace where our employees can thrive and achieve their full potential.

Flexible work arrangements, which may include flexible hours, remote work, or a hybrid of remote work may be available; subject to review and approval. Please note that Employees who are approved to work remotely are responsible for and must demonstrate that they are available to return to their Designated Work Location and/or other work location to attend meetings or attend other tasks that occur in person.

The City is committed to attracting and retaining a diverse skilled workforce that is representative and reflective of the community we serve. Applications are encouraged from equity groups that have been and continue to be underrepresented at the City; Indigenous Peoples, Women, Racialized Peoples, Persons with Disabilities, 2SLGBTQQIA+ Peoples and Newcomers are encouraged to self-declare.

For the purpose of this recruitment, Equity may be a factor in selection. Consideration will be given to Indigenous Peoples.

Requests for Reasonable Accommodation will be accepted during the hiring process.

Preference to internal applicants may be applied.

Job Profile

The Legal Services Department is responsible for providing legal advice and services with respect to all of the City's activities including conduct of real estate and corporate/commercial transactions, litigation and by-law prosecutions, claims/risk management, by-law drafting and statutory interpretation, contracts, constitutional, labour and employment law and other areas specific to municipal corporations.

Under the general direction of the Director of Legal Services and City Solicitor, as well as two Deputy Directors, the successful candidate will be responsible for providing legal advice, representation and mentorship with respect to all facets of civil litigation, representing the City before various courts and administrative tribunals in a professional, competent manner.

The successful candidate will be a subject matter expert in the area of practice and will mentor other lawyers in the practice group, as well as monitor and manage the distribution of work assigned to the lawyers within the practice group.

As the *Solicitor IV (Litigation Lead)*, you will:

- Provide complex and (or) sensitive legal advice and other legal services to the municipal corporation, its departments, and committees of Council.
- Negotiate and advocate for the City at mediations, judicially assisted dispute resolutions, and arbitrations.
- Conduct or oversee litigation matters in Provincial Offences Court, Provincial Court, Small Claims Court, Court of King's Bench and the Court of Appeal in areas such as:
 - By-law Prosecutions;
 - Assessment and taxation appeals;

- Collections;
- Commercial and contract disputes;
- Construction, land development and property disputes;
- Constitutional claims;
- Inquests;
- Applications for judicial review, statutory appeals and other similar proceedings; and
- Personal injury and other tort claims.
- Provide representation before administrative tribunals including the Manitoba Municipal Board, Public Utilities Board and Land Valuation Appraisal Commission.
- Assign matters and provide mentorship to lawyers within the litigation practice group.

Your education and qualifications include:

1. Bachelor of Laws (LL.B.) degree, Juris Doctor (J.D.) degree, or equivalent.
2. Minimum of 10 years' experience as a practicing lawyer (may include articling and relevant non-practicing experience).
3. Minimum of 5 years' post-articling experience in the area of civil litigation.
4. Experience with supervising or mentoring others.
5. Experience assigning work and monitoring the workflow of assignments within a team.
6. Excellent verbal communication skills, including the ability to persuasively advocate, and explain technical and legal information in plain language to all levels of the organization and external stakeholders.
7. Superior written communication skills with the ability to author a variety of court documents, internal documents, policies, and correspondence.

8. Excellent interpersonal skills including the ability to establish and maintain effective working relationships with individuals at all levels of the municipal organization, external contacts, and the public.
9. Excellent organizational and time management skills to manage multiple priorities, and meet deadlines.
10. Ability to work independently and produce high quality work, with minimal supervision.
11. Excellent problem solving and decision-making skills.
12. Strong negotiation skills, including using sound judgment, diplomacy and discretion when dealing with contentious issues.
13. Knowledge of the Rules and Procedures of the Court of King's Bench, or similar rules.
14. Knowledge of municipal law, rules of evidence and procedural fairness.
15. Experience as in-house counsel is considered an asset.

***IMPORTANT:** Applicants who have been educated outside of Canada must have education which is comparable to the minimum qualification in Canada. Applicants submitting foreign credentials require an official academic assessment report issued by a recognized [Canadian assessment service](https://www.canalliance.org/en/) <https://www.canalliance.org/en/> at application.

Conditions of employment:

- The successful applicant must maintain legal eligibility to work in Canada. If the successful applicant possesses a work permit, it is their responsibility to ensure the permit remains valid.
- Member in good standing or eligible for membership with the Law Society of Manitoba.
- A Police Information Check satisfactory to the employer will be required from the applicant(s) or successful candidate(s), at their expense.

How to Apply

APPLY ONLINE, including all documentation listed below:

1. Current resume AND/OR Application Form (**Required**).
2. Applications submitted without REQUIRED documentation will not be considered.

Your application documents must clearly indicate how you meet the qualifications of the position.

Notes

Online applications can be submitted at <http://www.winnipeg.ca/hr/>. For instructions on how to apply and how to attach required documents please refer to our [FAQ's](#) or contact [311](#).

Position Reports To: Director of Legal Services

1. Where applicants do not meet all essential qualifications of a position, underfill arrangements may be considered.

Only candidates selected for interviews will be contacted.