

**Executive Director, Strategic Operations (MLII)  
Public Prosecution Services  
Office of the Attorney General  
Justice and Public Safety  
Permanent  
Open competition  
Head Office – Fredericton**

**Flexible work arrangements in accordance with the GNB Remote Work Policy may be offered**

**Who we are**

The work we do has a positive impact on our communities, and helps improve the everyday lives of New Brunswickers. Together, we are over 45,000 New Brunswickers who are passionate problem-solvers, who make a difference and are proud to call New Brunswick home.

The Department of Justice and Public Safety is dedicated to the rule of law, the promotion of the public interest, and the impartial administration of justice and works to improve the safety, security and resiliency of communities and citizens.

Public Prosecution Services within the Department of Justice and Public Safety, Office of the Attorney General, is seeking an individual to serve as the Executive Director of Strategic Operations (Management Lawyer II) in Head Office.

The mandate of the Office of the Attorney General is to promote the impartial administration of justice and ensure the protection of the public interest in New Brunswick on behalf of the Crown. The Office includes the Public Prosecutions Services.

**What you will do**

As a member of Public Prosecutions Senior Management team, the successful candidate will lead the strategic operations of the organization. The successful candidate will report directly to and work with the Assistant Deputy Attorney General to set and implement the organization's vision and strategic initiatives.

- Provides strategic and operational leadership toward the ongoing development, delivery, and sustainability of Public Prosecution Services.
- Leads and oversees Public Prosecutions' Digital Transformation and E-Disclosure initiatives, including the implementation of new technologies.
- Oversees strategic operations; develops and implements policies; and maintains relationships with stakeholders.
- Participates in and oversees the recruitment, training, and performance management of staff.
- Oversees the budget management for the organization.
- Participates in and chairs certain committees including, but not limited to, the Proceeds of Crime Strategic Management Committee.
- Provides advice to the Assistant Deputy Attorney General and Deputy Attorney General, keeping them apprised of significant projects and budgetary objectives.

As Executive Director of Strategic Operations, you will be a role model for the entire organization and foster a positive organizational culture. The example you set will help guide the direction of the service.

**Work environment**

- Monday - Friday, 36.25 hours per week
- We promote a scent-reduced environment
- Flexible work arrangements in accordance with the GNB Remote Work Policy may be offered

**Who you are**

You will be an integral part of a dynamic team and a system where the primary goal is to provide a safe and secure community. As a Senior Leader, you will possess strong leadership and communication skills and the ability to coach and encourage employees to reach their full potential. You will bring a blend of business acumen and operational expertise, including finance, human resources, IM/IT, policy development, and a seasoned understanding of Public Prosecutions.

**Your attitude, skills and interests are just as important as your area of study. We are looking for diverse backgrounds that bring a combination of the following:**

**Behavioural competencies:** The successful candidate will possess the following behavioural competencies:

- Coaching and Team Development

- Organizational Awareness
- Organizational Commitment
- Relationship Building
- Results Orientation
- Strategic Thinking

**Need to have (their essential skills and qualifications)**

- Law Degree and membership in good standing or eligibility for membership to the Law Society of New Brunswick
- Experience in supervision and management of staff
- Experience in financial management and human resource management
- Extensive criminal law experience in dealing with increasingly complex criminal files
- Extensive experience in advising law enforcement with respect to complex investigations
- Must have more than 10 years to the Bar as of June 2025. **Please state your date of admission to a Canadian Law Society.**
- **Successful candidates will be required to undergo a criminal history clearance and security clearance check.**

*An equivalent combination of education, training and experience may be considered.*

**Written and spoken competence in English and French is required, please state your language capability**

Candidates must demonstrate on their application how they have acquired the education and experience for this position. Your resume should be in chronological order, specifying education and employment in months and years, including part-time and full-time employment. **Screening for this competition is based on the resume you provide, so please ensure it is up to date when applying.**

**OPERATIONAL REQUIREMENTS:** The following operational requirements are also required:

- Routine travel within the province
- Possession of a valid class 5 driver's license

**Nice to Have (their asset qualifications)**

- Experience or educational background in Information Technology/Computer Science
- Experience or educational background in business administration

Subject to the response to this competition, candidates may be required to demonstrate on their application one or more of the asset qualifications in addition to the essential qualifications in order to be given further consideration.

**Wage**

\$5,487 to \$6,563 Biweekly based on education and experience

**What can GNB offer you?**

- Opportunities for career growth, professional development and training.
- Free access to Employee and Family Assistance Program (EFAP) and services.
- Comprehensive benefits package and the Public Service Shared Risk Pension Plan.
- 1.25 days/month of paid vacation.

**Providing a safe workplace for all.** Your health & safety are important to us. GNB has implemented preventative measures across the organization to ensure your health and safety.

**How to apply**

We encourage applicants to apply on-line at [www.ere.gnb.ca](http://www.ere.gnb.ca), by mail at the following address **or** by email at [HRcompetitions.concoursRH@gnb.ca](mailto:HRcompetitions.concoursRH@gnb.ca) by **May 4, 2025** indicating competition number **R78-2025-0244**.

This competition may be used to fill future vacancies at the same level.

Department of Justice and Public Safety  
Human Resources Branch  
Marysville Place – 20 McGloin Street, 3rd floor  
Fredericton, NB E3A 5T8  
(506) 453-2719

We thank all those who apply, however, only those selected for further consideration will be contacted.

**Equal Opportunity Employer**

We are an Equal Opportunity Employer. We are committed to building a workforce that reflects the diversity of our communities in which we live and serve. We encourage and support applications from Aboriginals, persons with disabilities, and members of visible minority groups. Candidates registered with the [Equal Employment Opportunity Program](#) and veterans, who are among the most qualified, will be given preference at the time of selection.

Check out what it is like to work at the Government of New Brunswick, where we are working together as [One Team One GNB](#) to improve the lives of New Brunswickers every day!

The New Brunswick Public Service: Improving the lives of New Brunswickers every day!

*Let's connect. You belong here.*