

**Competition #77483****Office of the Representative for Children and Youth****Position Title: Deputy Representative, Investigations, Monitoring and Corporate Services****Classification: Executive Compensation Framework - Assistant Deputy Minister 1 (permanent, full-time)****Location: Victoria, B.C.****Salary: \$145,000.16 - \$185,000.01**

The Representative for Children and Youth (RCY), an independent officer of the B.C. Legislature, works to influence positive change to B.C.'s child-, youth- and young adult-serving system. The Representative's Office provides advocacy support to people dealing with the service system and advocates directly on behalf of children, youth and young adults, monitors and reviews government services to children and youth and reviews and investigates selected deaths and critical injuries of children and youth who are receiving services.

The Deputy Representative, Investigations, Monitoring and Corporate Services works collaboratively with the Representative and Deputy Representative, Advocacy and First Nations, Métis and Inuit Relations to set and enact the vision and strategic priorities for the organization, foster and enhance cultural awareness and safety within the RCY, and thoughtfully integrate diverse ways of knowing and being into the RCY's work. The Deputy Representative leads RCY's Reviews and Investigations, Monitoring and Corporate Services teams. This role works closely with the Representative to establish and sustain respectful working relationships with ministries and other public bodies as well as a broad range of provincial and community-based organizations that serve children, youth, young adults and families.

**Please note:**

- Preference may be given to Indigenous applicants. To assist us with screening, please ensure your application clearly indicates that you self-identify as an Indigenous person
- This position is excluded from union membership
- An eligibility list may be established for similar permanent or temporary positions within the same geographic location
- The Deputy must be willing to travel extensively to meet the operational needs of the Office. This will include overnight stays and travel to rural and remote areas. In keeping with RCY's support to balancing work, family and other commitments, travel will be planned in advance whenever possible. Due to the current extraordinary circumstances related to COVID-19, travel is limited or suspended subject to the requirements and guidance of the Provincial Health Officer.
- The successful applicant requires a police record check and is subject to a criminal record review.

## TO PREPARE YOUR APPLICATION:

1. Review the [job profile](#) and [Q&A document](#), which provides further detail on the accountabilities and qualifications for the position, and also what to expect during the application process.
2. Reflect on your interests and experience and what draws you to this position. Consider how best to demonstrate the way your experience matches the qualifications listed for this position.
3. Consider joining the Representative for a webinar to learn more about the RCY, the Deputy position and to ask questions:
  - **Thursday May 27, 4:00 – 5:00 pm PDT**
  - **Monday June 7, 12:00-1:00 pm PDT**

To register for the webinar, please email Carissa Matheson, Manager, Executive Operations: [Carissa.matheson@rcybc.ca](mailto:Carissa.matheson@rcybc.ca).

4. Please note that a pre-recorded presentation and slides about the RCY and the Deputy position will be made available on the RCY [careers page](#), by May 28.

## TO APPLY:

1. Your application will include a cover letter, resume, and response to one question (chosen from a selection of four) available here: [Deputy Representative Questions](#)
2. Submit the answer to one question along with your cover letter and resume detailing your relevant work experience and how you meet the stated qualifications
3. Include the position title and competition number on the cover letter and in the email subject line
4. Applications must be submitted by email to [jobs@rcybc.ca](mailto:jobs@rcybc.ca) by **11:00 p.m. PDT on Sunday, June 13, 2021**.

Only those applicants who pass the initial screening based on the **education and experience qualifications specified in the job profile** will be considered for the next step in the selection process. It is therefore most helpful if:

- Your resume and cover letter clearly specify how your education and experience meet the required job qualifications
- Your resume includes the month and year(s) for each job in your employment history as well as the job-related responsibilities.

Unfortunately, if it is not clear to the panel that you meet the education and experience requirements for the position, your application will not be considered further.

As clear, concise writing and a good eye for detail are requirements for this senior Deputy Representative role, please note that the content and/or format of your cover letter and resume may be evaluated as part of the assessment process.

**Only those applications submitted to the Office of the Representative for Children and Youth directly by email will be considered. Please DO NOT apply for this position by submitting your profile on the B.C. Government Hiring Centre website.**

Please note that incomplete applications or late applications will not be evaluated or acknowledged.

**Your application must be received by 11:00 p.m. PDT on Sunday, June 13, 2021.**

***By submitting your application, you certify that all information submitted is true, complete and correct. Any information provided in your application, any assessment documents or processes and/or an interview that is found to be false or misrepresented in any respect, may eliminate you from further consideration for employment or may result in dismissal.***

Contact:

Linda Shout

Director, Human Resources

[Linda.shout@rcybc.ca](mailto:Linda.shout@rcybc.ca)