

Legal Counsel

Duration:

Fifty-Two (52) Week
Fixed-Term, Full-Time

Division:

Legal Services

Salary:

\$1,849.60 -
\$2,518.40 per week
(40 hours)

Deadline To
Apply:

January 2, 2026
4:00 pm

Details

Purpose:

Provides in-house legal support and services to the Mohawk Council of Kahnawà:ke (MCK), the Office of the Council of Chiefs (OCC), and occasionally, related entities within the community of Kahnawà:ke.

Roles & Responsibilities:

To provide legal support to the MCK as it relates to its business relationships

- Draft contracts between the MCK and other entities.

- Provide advice and support with respect to the business ventures of the MCK.
- Provide legal opinions related to business matters of the MCK.
- Draft contracts between the MCK and private individuals or businesses.
- Draft various land/housing/commercial agreements.
- Develop and draft policies and procedures for the entire MCK organization.
- Draft legislation when required by the MCK.

To provide litigation support to the MCK and related entities within the community of Kahnawake

- Draft court proceedings for cases in all courts and tribunals.
- Prepare opinions and strategies on civil cases.
- Perform legal research on litigation files.
- Participate in Court appearances.
- Develop contacts with legal counsel outside of the Legal Services Department.

To provide legal counseling to MCK, the OCC and related entities

- Provide legal opinions with respect to political decisions.
- Participate in negotiation sessions with Québec, Canada, or other governments.
- Keep current with the legal and political environment internally and externally as a monitor for OCC.
- Provide advice to MCK operations as it relates to policy, budgets, human resources, housing and membership issues, and community complaints.
- Provide advice to the Kahnawà:ke Justice Commission.
- May provide advice to other community entities (i.e. Kateri Memorial Hospital Center, Tewatohni'saktha, Kahnawake Peacekeepers, Education Center, etc.) upon request and approval of the client.

Education & Experience:

- LL.B, B.C.L. or J.D. from a recognized Canadian or United States university, along with a valid permit to practice law.
- 3+ years of experience.

Knowledge, Skills & Abilities:

- Knowledge and understanding of Federal and Provincial laws, programs, policies, and services, and how they function and interact with one another.
- Experience working within the Canadian and/or provincial legal system.
- Understanding of the issues facing Kahnawà:ke.
- Knowledge of Kahnawà:ke policies and programs, administration, and operational procedures.
- Excellent English oral and written communication skills.
- Analytical skills.
- Ability to function in a team-oriented environment.
- Ability to be creative and innovative in problem-solving.
- Exceptional knowledge of the fundamental elements of the legal system, legal terminology, corporate and litigation procedures.
- Demonstrates professionalism, discretion, and courtesy when interacting with internal and external clients, fostering positive and respectful working relationships.
- Maintains confidentiality.
- Adhere to MCK Employment Policies and Kanien'kéha Language initiatives.
- Ability to communicate in the Kanien'kéha and French languages is an asset.
- The willingness to learn the Kanien'kéha language.

Working Environment:

- Five-day work week is performed in an office environment.
- Moderate to substantial stress, deadlines, and productivity pressures related to files.
- Occasional travel.
- Occasional overtime.

Requirements:

Please address your application to MCK Human Resources. Forward your complete application via e-mail only to: **Applications@mck.ca**

- Ensure complete applications are submitted, including Letter of Intent and Resume. Incomplete applications may not be considered.
- Only candidates selected for an interview will be contacted.
- Preference will be given to Indigenous candidates.
- When adding attachments, please use PDF format. Any other formats may be blocked from our system.

ALL REQUIRED DOCUMENTS MUST BE SUBMITTED BEFORE THE DEADLINE FOR YOUR APPLICATION TO BE CONSIDERED

To Apply:

Email your applications with all the required documents to **applications@mck.ca**