



**Director of Strategic Services and Outreach
(Public)**

Competition Details

Competition Number	HOA.OCYA.DSSO(P)26-27.002
Available Positions	Permanent Position
Employer	Office of the Child and Youth Advocate
Location	St. John's
Closing Date	July 13, 2026
Salary:	HL-29 (\$96,046 - \$124,860)

Position Details

Context The Office of the Child and Youth Advocate (OCYA) is an Independent Statutory Office of the House of Assembly (HOA) of Newfoundland and Labrador. The Office is established to ensure the rights and interests of children and youth are protected and advanced. Employees of the HOA enjoy comprehensive benefits such as a defined benefit pension plan, group medical/dental, paid provincial holidays, and paid leave benefits. As operational requirements allow, OCYA may offer employees other flexible work arrangements such as flex-time and compressed work hours.

Duties Reporting to the Child and Youth Advocate, the Director of Strategic Services and Outreach oversees the core corporate functions that support the OCYA's mandate, including finance, human resources, policy development, information management, strategic planning, and business continuity; providing oversight of the offices administrative and operational needs; directing all aspects of the communications plan that includes social media, website developments, media relations, developing and implementing public education on child and youth rights throughout Newfoundland and Labrador.

This position plays a key role in strengthening transparency, accountability, and public confidence in the OCYA and thus is responsible for the development, coordination, and monitoring of operational planning, quality assurance, and ATIPPA coordination. The Director works closely with OCYA staff to advance policy improvements, enhance practice and case management approaches, and support system-level change. A critical responsibility is ensuring that all recommendations issued by the OCYA to government departments and agencies are monitored and implemented, contributing directly to better outcomes for children and youth.

The incumbent must use sound judgment, strong decision-making abilities, and experience navigating complex issues in a dynamic environment. This role requires a leader who can build effective working relationships, influence change, and manage diverse portfolios with a high degree of professionalism and integrity. Must be a strategic, collaborative, and a forward-thinking leader.

Merit Criteria

Screening Criteria

1. Master's degree in Social Sciences (Equivalencies may be considered)
2. Experience in a senior management level in corporate services and strategic planning and reporting processes
3. Experience in financial management and human resources
4. Supervisory experience
5. 1-3 years' experience working in the area of child/youth rights, related legislation, programs, policies, and services

Assessment Criteria

1. Knowledge of the Child Youth Advocate Act (Legislation) and other child/youth focused Legislations, programs, policies, and services
2. Knowledge of role and mandate of the Office of the Child and Youth Advocate
3. Ability to lead others
4. Ability to make sound decisions
5. Ability to think critically
6. Ability to interpret, analyze, and evaluate legislation
7. Ability to communicate effectively (oral and written)
8. Stakeholder engagement skills
9. Organizational skills
10. Relationship building
11. Professionalism
12. Innovation

Conditions of Employment

Conditions of Offer/Acceptance

- Certificate of Conduct and a Vulnerable Sector Check upon request
- Required to abide by the Code of Conduct for Employees of the House of Assembly Service
- Required to work a flexible work schedule (occasional)
- Travel (occasional)
- Must be non-partisan

Applicant Information

- The House of Assembly values diversity in the work place and is an equal opportunity employer.
- Preference will be given to applicants who are legally entitled to work in Canada.
- Applications should be received before the close of business on the closing date - late applications with explanation may be accepted.
- It is the responsibility of the applicant to submit an application that demonstrates the required merit criteria.
- Applications that do not clearly demonstrate the required criteria will not be considered
- All information submitted as part of this application must be factual, complete and current to date of submission
- All applications must contain accurate contact information, including current mailing address, email address and phone number.
- This competition may be used to fill future similar vacancies with the House of Assembly.

How to Apply

Applications, quoting Competition Number HOA.OCYA.DSSO(P)26-27.002 should be submitted.

Online HOACompetitions@assembly.nl.ca

By Mail Human Resources Services & Payroll Administration
Corporate and Members' Services Division
House of Assembly
P.O. Box 8700
St. John's, NL A1B 4J6

By Fax (709) 729-3078

For additional information on this position, please contact Wilma MacInnis WilmaMacInnis@ocya.nl.ca