

**Job Title: LEGISLATIVE ADVISOR**

**Job Classification:** Program Services 4

**Salary Range:** \$62,472 TO \$81,900 per annum

**Closing Date:** October 31, 2008.

Open Competition - Number: 052500

[Municipal Affairs](#) , **Edmonton** - Do you have a strong background in the area of municipal legislation with direct experience working with legislation and regulations? Current knowledge and experience with property assessment, property tax and municipal governance legislation is desirable. If so we invite you to apply to become a member of our Legislative Projects unit.

As the successful candidate your primary responsibilities will include: developing, analyzing and reviewing legislative alternatives related to assessment and taxation issues; assisting with the preparation of legislative and regulation amendments in consultation with internal and external stakeholder groups and responding to requests for presenting and communicating legislative changes on an assigned basis. In this regard, you will be reviewing and analyzing parts of the Municipal Government Act, the Local Authorities Election Act, the associated regulations, and other legislative proposals that may impact municipalities and/or the Ministry.

As part of an interdisciplinary legislative unit working in a dynamic and changing environment, you will make significant use of your demonstrated organizational, analytical, advisory, consultative, communications, presentation and problem solving skills. Your knowledge and experience with municipal legislation, with emphasis on writing and presentation materials and practical understanding of local government matters in the province will provide you with the necessary foundation from which to succeed. Occasional travel throughout our beautiful province is a requirement of this position.

**Qualifications:** Related post secondary education with extensive progressively responsible and related property assessment and municipal experience. Alberta Municipal Assessors' Association designation (AMAA) or equivalent is considered an asset. Exceptional and demonstrated oral presentation and written communication, research, related legislation review experience and project management skills are required for this

position. Experience with computer applications including Microsoft Office is required. Equivalencies will be considered. This posting may be used to fill future vacancies at the same or at a lower level classification.

Note: This competition may be used to fill future vacancies within the Government of Alberta.

***Online applications are preferred. If you are unable to submit an electronic version of your resume, please submit your resume, quoting the competition number, to: Alberta Municipal Affairs, Human Resource Services, 18th Floor, 10155 -102 Street, Edmonton, Alberta, T5J 4L4, Fax #: (780) 422-0214. Please ensure you quote the competition number.***

We thank all candidates for their interest; however, only individuals selected for an interview will be contacted.