

# 174809 - Bilingual Family Court Conciliation Clinician - Department of Justice and Public Safety - Permanent

Government of PEI

Charlottetown, Prince Edward Island | 1 Position available | Published on: August 31, 2026

Expires on: November 17, 2026

## JOB DESCRIPTION

The Department of Justice and Public Safety is committed to Equity, Diversity, Inclusion and Accessibility. Our goal is to build a public sector workforce that reflects the diverse communities we serve and to promote welcoming, diverse, inclusive, respectful workplaces that are accessible to all. We welcome all interested individuals including Indigenous People, persons with disabilities, Black, racialized, ethnic and culturally diverse groups, as well as people regardless of their sexual orientation, gender identities, and gender expressions. Those looking for more information are invited to visit our Equity, Diversity, and Inclusion Policy.

The Incumbent acts as an independent expert to conduct Parenting Arrangement Assessments (PAA) and Views of the Child reports in complex parenting time and decision- making matters. The incumbent is responsible for providing recommendations and direction in complex family law matters and interpreting evidence collected during the assessment to make recommendations in the best interests of children. This position reports to the Manager of Family Justice Programs.

The clinicians are part of a small team of experts providing specialized province-wide services which also may include parenting plan mediation. The incumbent must work independently and clinically assess and interpret the risk and resiliency factors for the children involved, along with the strengths and challenges for parents, to make recommendations and assist parties in acting in the best interests of the children.

**Duties will include but are not limited to:**

- The incumbent is assigned to act on court files where the Court has ordered or the Office of the Children's Lawyer has requested an independent Parenting Arrangement Assessment or a Views of the Child Report;
- Responsible for making independent recommendations to determine what parenting arrangements are in the best interests of the children, taking into consideration the needs and circumstances of the children;
- May involve screening cases for the appropriateness of mediation focusing on issues related to family violence, to ensure that parents can negotiate fairly, competently and safely;
- May involve conducting pre-mediation meetings to inform parents of the role of the mediator and the mediation process, to identify issues and provide support and information to parents on the dynamics of separation/divorce and the impact on children;
- Maintain and protect confidential records and case reporting as part of the case management process and in accordance with court record requirements, the requirements of provincial privacy legislation, and professional practice obligations;
- Working as a collaborative team with members of the Office of the Children's Lawyer and the Family Conciliation Clinician Office to provide expert guidance and advice during case triage meetings to assist with addressing complex needs assessments for the most complex, high conflict Children's Law matters in the province;
- Provides guidance and mentorship relating to practice areas in family ADR such as mediation and parenting coordination and collaborates with the Manager of Family Justice Programs relating to needs to ensure ongoing certification of practitioners and new and emerging training opportunities in family dispute

Job type
Permanent / Full -time

Work shifts:
Day

Work schedule:
37.5 hrs /week

Work location
On site

Salary:
$84,845.00 - $104,442.00 CAD
Yearly

Unionized:
Yes

### Additional information

Job Opening ID:
- 174809

Department:
- Justice and Public Safety

Division:
- Family Law and Court Services

Location:
- Charlottetown

Pay Level:
- 19

Hourly Salary Range:
- $43.51- $53.56

Employment Type:
- Permanent

Employment Percentage:
- 100%

resolution; and

- Other related duties as required.

**Minimum Qualifications:**

- Master's degree in Social Work, Education, or Psychology with clinical component or a Masters in a related field with Certified Mediation Training; supplemented by extensive experience working with children and families;
- Applicants with a BSW and extensive directly related social work experience will be considered;
- Extensive experience in making, speaking to and defending recommendations and decisions in high conflict scenarios including, for example, court settings, therapeutic settings, meetings with high conflict participants, etc;
- This is a bilingual position. Advanced oral proficiency in English and French is required.
- Knowledge and skills in collection of information from multiple sources to make evidence-based assessments and recommendations in high conflict family law matters;
- Advanced intervening-assessment skills along with knowledge and experience of: family systems theory, child development theory, risk and resiliency, infant attachment and bonding, types of family violence; as well as training and experience in: dealing with aggression, de-escalating anger, conflict resolution, mediation, advanced writing skills and time management skills;
- Extensive knowledge in family dynamics and child development issues;
- Extensive knowledge in screening issues of family violence;
- Advanced level writing skills in English and French;
- Qualified for or prepared to become qualified for Parenting Coordination and Family Dispute Mediation under the Children's Law act within 12 months or as otherwise agreed depending on the availability of appropriate training;
- Driver's license and access to a reliable vehicle;
- Registered in good standing, or eligible and willing to become registered, with the PEI Social Work Registration Board, the PEI Psychologists Registration Board, or the PEI Counseling and Psychotherapy Association once available;
- Ability to achieve enhanced security clearance, which is renewable.

**Other Qualifications:**

- Direct experience working as a clinician, parenting coordinator or family mediator on complex family court files would be considered an asset.

**Please Note: Please ensure the application clearly demonstrates how you meet the noted qualifications as applicants will be screened based on the information provided. We would like to thank all applicants for their interest; however, only those who are selected for an interview will be contacted.**

**Where possible, submitting an electronic resume or job application is preferred. Otherwise, please return forms to PEI Public Service Commission, P.O. Box 2000, Charlottetown, Prince Edward Island, C1A 7N8. Applications may be sent by fax to (902) 368-4383. IT IS THE RESPONSIBILITY OF THE APPLICANT TO CONFIRM RECEIPT OF THE APPLICATION, BY TELEPHONE OR IN PERSON PRIOR TO THE CLOSING DATE. Please ensure that the appropriate Posting ID number is stated on all application forms. You can apply online or obtain an application form by visiting our web site at** www.jobspei.ca**. Forms may also be obtained by contacting any PEI Government office, ACCESS PEI Centre, Regional Services Centre, or by telephone (902) 368-4080.**

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***The Public Service is inspired to make a positive impact and proud to shape the future of our Island Community.***

Closing Date:

- Tuesday, November 17, 2026 5:00 p.m.

Open To:

- Public

Union:

- UPSE Civil

Required documents

- Resume

Optional documents

- Cover Letter
- Work Permit - If you are not a Canadian citizen or permanent resident, please upload a copy of your valid work permit confirming your authorization to work in Canada.
- Certifications - If you hold any of the required or preferred certifications mentioned in the job posting, please upload them here.
- Other
- International Education - If you earned your credentials outside of Canada, please upload any International Education Credential Recognition documents you have.

**BENEFITS**



Health and dental benefits



Up to $2,500 annual training funds



Employee assistance program



Pension Plan



3 weeks paid vacation annually, as per the UPSE collective agreement