

Department of Environment and Labour

Adjudicative Board Selection Criteria

ADJUDICATIVE BOARD		Pay Equity Commission
1	Statute	Pay Equity Act
2	Purpose	The purpose of the Commission is to administer the Pay Equity Act in such a manner as to eliminate gender-based pay differentials in the Nova Scotia public sector.
3	Functions	The functions of the Commission are to monitor the pay equity process, adjudicate and resolve disputes where employers and employees cannot agree, conduct research, advise the Minister, prepare and maintain statistics, and disseminate educational material respecting pay equity.
4	Composition	The Commission is composed of such persons, including representatives of labour and management, as the Governor in Council determines. One member of the Commission shall be designated as Chair and shall preside over meetings of the Commission
5	Formal Qualifications	None.
6	Work & Experience Requirements	Members should have work or experience with pay equity or comparable worth issues, policies, procedures and legislation, and familiarity with labour, and human rights legislation. Members should demonstrate knowledge, experience or expertise in the area of human resource management, labour relations, or gender neutral job evaluation methodologies and administrative law. Any working knowledge, professional or volunteer experience with pay equity, women's employment issues or human rights, or executive experience or participation in labour/management organizations and advocacy groups is an asset.
7	Skills Required	The Commission members must have a practical understanding of pay equity law in the Province. Additionally, all members of the Commission must possess the ability to make impartial, independent decisions, good communication skills, a high degree of integrity, past experience in community related activities and a good reputation amongst their peers. Any individual interested in the position of Chair or Vice-chair must have excellent leadership abilities with experience in chairing boards or large meetings and proven accomplishments in negotiation, problem solving and leading groups to bring about consensus decisions. The Chair and Vice-chair further require exceptional communication skills including demonstrated ability to communicate in public forums, and administrative and employment law training and experience.
8	Statutory Nomination Requirements	None.

9	Traditional Nomination Requirements	Membership has traditionally been a balance of persons with labour and management experience. However, nomination by labour or management organizations is not required. Broad geographic representation is sought on the Commission from the various regions of the Province. Members should also contribute to the racial and gender diversity of the Commission.
10	Remuneration	<p>The Chair is remunerated at the rate of \$2,000 per year plus \$100 per day plus any expenses necessarily incurred in the performance of the Chair's duties.</p> <p>The Vice Chair is remunerated at the rate \$125 per day when acting as Chair or \$100 per day otherwise, plus any expenses necessarily incurred in the performance of the Vice Chair's duties.</p> <p>Members are remunerated at the rate of \$100 per day plus any expenses necessarily incurred in the performance of the their duties.</p>
11	Anticipated Time Commitments	These are part time positions and the time commitment will vary depending on the number of appeals and the complexity of issues before the Commission. Hearings and meetings are usually conducted during business hours. Monthly Commission meetings are conducted in Halifax. Conference calls, hearings and other meetings are scheduled as required.
12	Other Notes	None.