

Senior Analyst, Domestic Affairs

Global and Domestic Affairs Branch

10-month Contract

File #21-104

The **Ontario Securities Commission (OSC)** is the statutory body responsible for regulating Ontario's capital markets in accordance with the mandate established in the provincial Securities Act and the Commodity Futures Act. The mandate of the OSC is to provide protection to investors from unfair, improper or fraudulent practices, to foster fair, efficient and competitive capital markets and confidence in the capital markets, to foster capital formation, and to contribute to the stability of the financial system and the reduction of systemic risk. This mandate is performed through policy, operational, adjudication and enforcement work. The OSC also contributes to national and global securities regulation development.

The **Global and Domestic Affairs Branch** is an advisory branch responsible for advising the Commission in connection with its relationship and engagement with government, regulators and other organizations in Canada and internationally. The Branch supports the participation of the Chair and Commission staff in Canadian Securities Administrators (CSA), Heads of Regulatory Agencies (HoA) and International Organization of Securities Commissions (IOSCO), and manages the Commission's accountability to the Minister of Finance and day-to-day relationship with the Ministry of Finance.

Reporting to the Director, Global and Domestic Affairs, the **Senior Analyst, Domestic Affairs** is accountable for keeping abreast of domestic policy and matters, and providing advice, analysis and recommendations on domestic securities policies and regulatory affairs to stakeholders across the Commission. They also independently lead, facilitate and support domestic regulatory projects and initiatives between the OSC, the Government of Ontario and other financial services regulators across Canada.

Key Duties and Responsibilities

Policy Advisory

- Keeps abreast of Ontario government policies, directives, policy proposal developments and other matters relevant to OSC.
- Independently leads analysis and research of these matters, interprets information and prepares a concise summary of findings and impact, report and recommendations to appropriate stakeholders.
- Provides proactive and accurate advice to the Director, senior management and Commission staff on securities-related government policies and assesses impacts relevant to the OSC based on knowledge of, and expertise in, domestic affairs.
- Provides advice and guidance to internal stakeholders based on expertise in required processes to fulfill the OSC's responsibilities to the Minister of Finance (such as overview, pre-clearance and attestation requirements). Directly liaises with the Ontario government on these processes on behalf of the Commission.
- Develops briefing notes, speaking notes and reports on a broad range of domestic securities-policy-related issues for meetings with senior management and Provincial/Federal government staff and Canadian Securities Administrators.
- Maintains effective working relationships with Government and Ministry of Finance stakeholders. On an as-needed basis, corresponds with CSA Secretariat.
- Partners and coordinates with Senior Advisor and Director on complex domestic affairs matters.

Regulatory Initiatives and Information Requests

- Leads and/or coordinates with Senior Advisor on domestic regulatory initiatives or projects with other OSC branches and stakeholders.
 - Coordinates with staff across the Commission as well as from other regulatory agencies
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to support relevant regulatory reform initiatives, and provides advice related to domestic affairs, as required.

- Independently completes and/or supports various Government and Ministry of Finance requests for information (e.g. Auditor General requests for Value-for-Money audit). Assesses and determines process required to complete request and engages with OSC stakeholders, as required.
- Participates at meetings and in working groups to provide input on domestic policy and advance OSC objectives, identify regulatory concerns and develop solutions.

Qualifications

- Undergraduate degree in political science, social sciences, business or equivalent degree. A law or paralegal degree would be an asset.
- A minimum of 5-6 years' demonstrated experience with research and analysis, making recommendations and policy development in the securities industry, the financial regulatory sector, government relations or a related field.
- In-depth knowledge of the securities regulatory framework and capital markets, and domestic government affairs.
- Highly motivated team player who is pro-active, and able to work independently and set priorities in a dynamic environment.
- Ability to develop effective working relationships with a variety of internal and external stakeholders and all levels.
- Strong ability to independently problem-solve and the ability to exercise sound judgment.
- Excellent plain language writing skills and ability to communicate effectively.
- Superior client service skills.

Grow your career and make a difference working at the OSC!

Apply online (<https://www.osc.ca/en/about-us/careers-osc>) by **Wednesday, January 26, 2022.**

We thank all applicants for their interest in the Ontario Securities Commission. We will contact those selected for an interview.

Inclusion and Diversity at the OSC

The OSC is committed to diversity and providing an inclusive workplace. It is our priority to ensure employment opportunities are visible and barrier-free to all under-represented groups, including, but not limited to, Indigenous, Black and racialized groups, people with disabilities, women and people from the LGBTQ2S community, to achieve an employee demographic profile reflective of the demographic profile of Ontarians.

The OSC is a proud partner with the following organizations: [BlackNorth Initiative < https://blacknorth.ca/ >](https://blacknorth.ca/), [Canadian Centre for Diversity and Inclusion < https://ccdi.ca/ >](https://ccdi.ca/), and [Pride at Work Canada < https://prideatwork.ca/ >](https://prideatwork.ca/).

Accommodation

If you require an accommodation during the recruitment process, please let us know by contacting our confidential inbox HRRecruitment@osc.gov.on.ca.

Visit [Accessibility at the OSC < https://www.osc.ca/en/accessibility-osc >](https://www.osc.ca/en/accessibility-osc) to review the OSC's policies on accessibility and accommodation in the workplace.
