

Job Title	Junior Publishing Systems Developer	Classification	Grid Level 18
Department	Hansard Services	Date Updated	February 2026
Reports to	Publishing Systems Architect		

PROGRAM AND STRUCTURE

Legislative Assembly staff provide non-partisan services to the institution of Parliament and its elected members in the areas of procedural advice, administrative support and information services. The Legislative Assembly is an autonomous employer, separate from the administrative framework of government ministries and agencies, which operates under the authority of the *Constitution Act* and the *Legislative Assembly Management Committee Act*.

DEPARTMENT SUMMARY

Hansard Services supports the work of Members, officers and staff of the Legislative Assembly of British Columbia, various ministries, and fosters public awareness and understanding of the legislative process by making the proceedings of the House and its committees accessible to all British Columbians. Hansard Services publishes the Official Reports of the Legislative Assembly and Parliamentary Committees and broadcasts Assembly and Committees proceedings. The Official Reports of Debate of the Legislative Assembly of British Columbia (also known as Hansard), provide Members, staff, ministry stakeholders, the media, legal and academic community, as well as British Columbians with a trusted, reliable and researched record of proceedings in the Chamber and in committees. The transcripts and broadcasts are full, accurate and impartial records of the work of the Members of the Legislative Assembly and facilitate Member outreach and communications to British Columbians. Operational deliverables are often expedited and triaged within a high pressure and political environment.

JOB SUMMARY

Reporting to the Publishing Systems Architect, the Junior Publishing Systems Developer, works with the Software and Systems team to design, develop, test and maintain production applications which support the production of the official report, the video archive and other departmental products and services. This position also acts as second level support for resolving complex Service Desk incidents, problems or service requests.

KEY RESPONSIBILITIES

- Participates in the development, testing and maintenance of customized in-house software, scripts and utilities to support transcription, research and publishing during live production.
- Maintains systems and software which support the production of the Hansard indexes.
- Investigates, tests and recommends to management new technologies and processes to improve operational efficiencies.
- Works closely with staff from other teams and departments within the Legislative Assembly on the development and implementation of technology projects.
- Supports the publication and troubleshooting of live and archived product access, including video web streams, within a time-critical, live-production environment.

- Participates in gathering and analyzing requirements, development and implementation of test plans and coordination of user-acceptance testing.
- Participates in the planning, development, documentation, testing and implementation of new systems to meet new and changing needs.
- Participates in Hansard Services' projects and interdepartmental teams as required.
- Performs other duties as assigned within scope of work.

ORGANIZATION STRUCTURE

Clerk of the Legislative Assembly of BC

Deputy Clerk of the Legislative Assembly

Director, Hansard Services

Manager, Publishing Systems

Publishing Systems Architect

Junior Publishing Systems Developer

SELECTION CRITERIA

EDUCATION, TRAINING & EXPERIENCE

- Post-secondary education in a technology-related discipline such as computer science, software engineering, computer systems, information technology or web development, plus least 1 year of software development experience or an equivalent combination of education and experience.
- Experience analyzing business processes
- Development experience with C# and .NET, HTML, CSS, JavaScript, XML and related technologies.
- Experience with code version control and continuous integration systems.
- Experience with development environments such as Visual Studio, Visual Studio Code.

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge of formal software development methodologies (e.g., Agile, Software Development Lifecycle etc.).
- Knowledge of change management processes and project management methodologies.
- Knowledge of the following frameworks, tools and technologies: PowerShell, Google Cloud, Machine Learning, Natural Language Processing, SharePoint, regular expressions, XML editors, IIS, and Microsoft Office.
- Knowledge of the installation, and troubleshooting of common issues with hardware, software and operating systems.
- Knowledge of Operating System Administration: Windows, Windows Server, Windows Active Directory, and Linux (Ubuntu).
- Knowledge of team-oriented software development methods, continuous integration, process and code documentation, and issue management (e.g., Jira).
- Strong troubleshooting, analytical, and problem-solving skills.
- Strong verbal, written communication, interpersonal and teamwork skills.
- Ability to perform duties on an independent yet collaborative basis with staff across the organization.
- Ability to be resourceful and adaptable to changing priorities.
- Physical coordination, dexterity and physical effort required to lift and carry computer hardware and peripherals; and install equipment at workstations, working in close quarters.