



LEGAL HELP CENTRE IS LOOKING FOR A SUPERVISING LAWYER

Legal Help Centre of Winnipeg Inc. (LHC) is a non-profit organization that provides free legal and social resources to lower income individuals. At the same time, LHC offers valuable practical experience to university students as they prepare for careers in legal and community service. Our goal is to provide accessible services and improve access to justice. You would be working in a collaborative and resourceful environment which values diversity and responds to community needs.

For a better appreciation of LHC, view our Annual Report at <http://legalhelpcentre.ca>

JOB TITLE: Supervising Lawyer (Full Time - 35 hrs/week)
REPORTS TO: Executive Director
SALARY: Depends upon experience and commensurate with a non-profit organization
CLOSING DATE: January 23, 2019

JOB PROFILE: Ensure competent legal service to members of the public, provide mentorship and instruction so students can develop essential career skills, and create and implement service programs that meet identified community needs.

AS THE SUPERVISING LAWYER YOU WILL:

- Oversee legal services in accordance with the Law Society of Manitoba;
- Oversee recruitment, placement and experiential learning opportunities for students from various disciplines (law, social work, criminal justice, etc.);
- Approve case management work on client files;
- Supervise and attend with students during client interactions and court appearances;
- Take an active role on more complex files, including: direct contact with clients, preparation of documents, and appearances in court or tribunals where appropriate;
- Recruit and schedule volunteers for clinics and educational programming;
- Develop and deliver orientation and training for students and volunteers;
- Create legal education resources;
- Schedule and oversee delivery of legal education programming; and
- Foster relationships in the legal, social service and university communities.

YOUR SKILLS AND QUALIFICATIONS INCLUDE:

- Good standing with the Law Society of Manitoba and eligibility to act as a principal;
- Minimum of 5 years of law practice experience;
- A range of recent legal practice, particularly litigation. Experience in the areas of civil, administrative, wills and estates or immigration would be an asset;
- Demonstrated sensitivity to the realities and challenges facing social and economically disadvantaged community members;
- Experience working with a diverse clientele;
- Experience in supervision, teaching and/or mentoring;
- Demonstrable organizational, leadership and teamwork skills;
- Experience in managing files with limited resources; and
- Capable of providing appropriate guidance to students in a busy clinical environment.

TO APPLY: Send a resume and cover letter by **Wednesday, January 23, 2019** to Paula Hamilton, Executive Director at paula@legalhelpcentre.ca. Only candidates selected for an interview will be contacted.

