

UNIVERSITY OF MANITOBA COMMUNITY LAW CENTRE – PRISON LAW CLINIC
2025-26 Articling Student

Job Type: Articling – Fixed Term (52 weeks) / Full Time

Location: Winnipeg

Salary: \$45,000 (based on a 52-week contract)

Anticipated Start Date: April 28, 2025 (some flexibility may be available)

Application Closing Date: January 27, 2025 at Noon CST

Introduction

The University of Manitoba Community Law Centre (UMCLC) has operated as a collaboration between the University of Manitoba Faculty of Law and Legal Aid Manitoba since 1972, where law students, supervised by lawyers, provide essential legal services to financially eligible individuals.

UMCLC's services include a prison law clinic. This clinic provides access to justice to individuals incarcerated in Manitoba, primarily but not exclusively those individuals at Stony Mountain Institution. The clinic provides legal information, advice, and representation to incarcerated persons to address their conditions of confinement.

Conditions of Employment:

- Must be legally entitled to work in Canada
- Satisfactory Criminal Record Check, Child, and Adult Abuse Registry Checks
- Satisfactory Enhanced Security Check – Level 4
- Acceptance into the Law Society of Manitoba PREP Program
- Must be able to travel within the province and hold a valid driver's license.
- Must attend inside and meet one on one with inmates in prisons

Qualifications:

Essential:

- Law Degree (and where applicable NCA Certificate of Qualification)
- Excellent interpersonal skills with the ability to interact effectively with the public, clients, support staff, students, government agencies and professionals – including people in prison, lawyers, and prison and parole officials
- Excellent analytical and problem-solving skills
- Excellent verbal communication skills
- Excellent written communication skills
- Ability to maintain accurate and timely electronic recording of case/time information

UNIVERSITY OF MANITOBA COMMUNITY LAW CENTRE – PRISON LAW CLINIC
2025-26 Articling Student

- Ability to use electronic information and document management systems

Desired:

- An expressed interest in prison law and/or administrative law and/or human rights issues.
- Experience working with marginalized individuals.
- Education or knowledge on the effects and impacts of colonization on Indigenous Peoples in Canada and the justice system

Duties:

As an Articling Student with the UMCLC's Prison Law Clinic, you will work with the UMCLC Supervising Attorney, a Prison Law Clinic staff lawyer, and law students engaged with the UMCLC.

Under the direct supervision of the Prison Law Clinic Staff Lawyer, you can expect to:

- Provide legal services such as:
 - o intake, referral, and advice at in-person drop-in legal advice clinics at Stony Mountain Institution;
 - o representation at Stony Mountain Institutional Court;
 - o advice and representation to inmates in institutional grievance and other proceedings;
 - o advice and representation in release applications under s. 84 of the Correctional and Conditional Release Act (Release to an Indigenous Community), parole hearings, and parole appeals;
- Provide coverage for law student services when students are not available (for example, during academic exam periods).
- Assist the PLC Staff Lawyer with more complex prison law matters, including meeting with clients, drafting court documents, conducting legal research, and participating in court and administrative tribunal hearings.

The Articling Student will manage their assigned caseload in an efficient and effective manner, keep up-to-date, accurate time records, as well as perform other duties as assigned.

Salary and Benefits:

The Articling Student salary in 2025-26 is \$45,000. There are other benefits associated with the position, including the accrual of vacation leave.

The tuition fees for the Practice Readiness Education Program (PREP) administered by the Canadian Centre for Professional Legal Education (CPLED) will be reimbursed by UMCLC. This does not include the Call to the Bar fee.

**UNIVERSITY OF MANITOBA COMMUNITY LAW CENTRE – PRISON LAW CLINIC
2025-26 Articling Student**

To Apply:

As part of the University of Manitoba and Legal Aid Manitoba, UMCLC is committed to the principles of equity, diversity and inclusion and to promoting opportunities in hiring for systemically marginalized groups who have been excluded from full participation at the University and the larger community including Indigenous Peoples, women, racialized persons, persons with disabilities, and those who identify as 2SLGBTQIA+ (Two Spirit, lesbian, gay, bisexual, trans, questioning, intersex, asexual and other diverse sexual identities).

Employment Equity is a factor in the selection for this competition. Given the significant over-representation of Indigenous peoples in the carceral and criminal justice systems, and the significant knowledge of and experience with Indigenous communities in Manitoba required in the work, preference will be given to Indigenous candidates. Applicants are asked to self-declare in their materials as Indigenous (First Nation, Métis and/or Inuit).

**INTERESTED INDIVIDUALS SHOULD EMAIL A COVER LETTER, RESUME, AND LAW
SCHOOL TRANSCRIPTS BY JANUARY 27, 2025 at NOON, CST**

TO: legalaid@umanitoba.ca

- **Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process.**
- **When applying to this position, please indicate the position title in the subject line and/or body of the email.**
- **Your cover letter, resume and/or application must clearly indicate how you meet the qualifications.**
- **This position is grant-funded through the Manitoba Law Foundation and UMCLC is not able to make any prior commitment or guarantees of employment after the conclusion of the articling year.**

We thank all who apply and advise that only those selected for further consideration will be contacted.