

Position:	Summer Position – Law Student	Hours:	35 hours/week
File No.:	FACSFLACSJ-2324-03	Compensation:	\$20.60/hr
Employment Type:	Full-time Contract (14 weeks)	Number of Positions:	1
Date Posted:	January 24 th , 2024	Location:	817 Division Street, Kingston ON
		Closing Date:	February 4 th 2024

Tasks and Responsibilities:

- Contribute to legal research, drafting documents, and preparing case materials as needed and under supervision
- Assist, under supervision, in organizing trial exhibits, preparing witnesses, and understanding the dynamics of legal proceedings firsthand.
- Assist in preparing briefs, memos, and other legal documents under supervision.
- Collaborate within a legal team, learning from experienced professionals and gaining insight into teamwork dynamics and case management

Required Qualification:

- Second year law student.
- Very strong legal analytical abilities, and an interest in supporting the work that our agency does.
- Possess excellent verbal and written skills, as well as strong analytical and time management skills.
- Ability to work as a team player
- Familiarity with and interest in family law, child protection law, relevant federal legislation and litigation and criminal law as it pertains to our work with children and youth
- Proficiency in Windows environment using Microsoft Office Suite
- Criminal Reference Check and Vulnerable Sectors Check
- Knowledge of the Child, Youth and Family Services Act and Ministry standards and guidelines is an asset
- Proficiency in French would be considered an asset
- Due to subsidy requirements, applicants must be between the ages of 18 - 30

How to Apply:

- To apply, please email your resume and cover letter quoting the competition file number and title of position you wish to apply for, to: recruitment@facsfla.ca by **February 4th, 2024.**

- Please include the competition number and the title of the position in the subject line of the email.
 - Please submit cover letter and resume as single attachment.
 - When applying for multiple positions, please submit a separate application for each position following the above instructions.
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For further information, please visit our website: [Family and Children's Services of Frontenac Lennox and Addington](#)

At FACSFLA, we are committed to building an inclusive and diverse workforce to provide the best support to the children, youth and families we serve. We strongly encourage applications from all qualified individuals from equity seeking groups including but not limited to African Canadian, Indigenous, people with disabilities, LGBTQ2S+ communities to apply.

The Agency will provide support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. If you require accommodations during the interview process, please contact Human Resources at hr@facsfla.ca.

FACSFLA is committed to a candidate selection process and work environment that is inclusive and barrier free. In order to ensure candidates are assessed in a fair and equitable manner, accommodations will be provided to prospective employees in accordance with the Accessibility for Ontarians with Disabilities Act (AODA) [<https://www.facsfla.ca/about/accessibility>] and the Ontario Human Rights Code.

While we appreciate all applications, only those selected for an interview will be contacted. We thank all applicants for their interest in FACSFLA and for applying.