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JOB POSTING

Legal Advocate (Contract, Full-time)

BC Human Rights Clinic (“HRC”)

[The Community Legal Assistance Society \(“CLAS”\)](#) is seeking a Legal Advocate committed to social justice to join its [BC Human Rights Clinic](#) for a one-year contract.

CLAS provides free legal services to disadvantaged British Columbians through four programs: the Mental Health Law Program, the Community Advocate Support Line, the Community Law Program, and the BC Human Rights Clinic (the “Clinic”).

The **Clinic** is a CLAS program comprised of lawyers and legal advocates who assist and represent complainants throughout the province with human rights complaints filed with the BC Human Rights Tribunal (the “Tribunal”).

THE POSITION:

This is a full-time, contract position that provides legal assistance in the Clinic. The role of this position is to represent complainants before the BC Human Rights Tribunal up to and including any possible settlement of the complaint.

RESPONSIBILITIES include:

- Advise complainants on properly framing their complaints within the *BC Human Rights Code* (the “Code”);
- Advise complainants of their rights and appropriate remedies under the *Code*;
- Attend the Clinic’s weekly drop-in service to provide members of the public with legal advice or referrals to assist the public with their potential human rights complaint;
- Negotiate settlements and represent clients in early settlement meetings;
- Review materials, conduct research, file amendments, and draft legal submissions and affidavits on preliminary applications filed with the Tribunal;
- Participate and assist with intakes for the Clinic;

SKILLS AND KNOWLEDGE REQUIRED:

- Working knowledge of human rights legislation and general development on human rights issues;
- Knowledge and understanding of the rules of the B.C. Human Rights Tribunal;
- General knowledge of employment law, labour law, workers' compensation, and other income assistance;
- General knowledge of workplace issues and employment disability coverage;
- Experience with negotiation and advocacy techniques;
- Training or the equivalent in representing parties in a mediation/alternate dispute resolution process;
- Ability and experience in serving diverse clients with a trauma-informed perspective;
- Experience in basic legal research;
- Strong written and oral communication skills;
- Experience in writing and editing;
- Knowledge and experience in working with volunteer Boards, and an understanding of Board/staff relationships.

COMPENSATION:

CLAS offers an excellent benefits package including, medical, dental, and extended health benefits. Salary range is between \$51,000 and \$59,150, depending on experience.

DATES:

The preferred start date for this position is **January 11, 2021**.

APPLICATION DETAILS: Closing Date: **December 4th 2020** at 4:00 p.m. (PST)

Please submit applications to the email below or at:

Community Legal Assistance Society
300 – 1140 West Pender Street
Vancouver BC
V6E 4G1

Attention: Careers

Fax: (604) 685-7611
Telephone: (604) 685-3425
Email: careers@clasbc.net

CLAS strives to create a diverse and inclusive workplace. A workplace that reflects the diversity of the communities we serve strengthens our ability to achieve our mission. We strongly encourage applications from members of communities that face discrimination and disadvantage. In order to achieve a representative team, preference may be given to applicants self-identifying as a member of one or more of the following groups: Indigenous peoples, persons with disabilities, LGBTQ2S+ people, and people from ethnic or cultural minorities. We encourage applicants to self-identify in their application if they feel comfortable doing so.