



## Don Valley Community Legal Services

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### Employment Law Lawyer (Contract)

Don Valley Community Legal Services (“**DVCLS**”) is a community legal clinic funded by Legal Aid Ontario. DVCLS provides free, clinic law services to persons of modest income in the areas of housing, immigration and refugee, employment law and income supports. We are located in Toronto, and our catchment area is bounded by Lake Ontario on the South to York Mills/401 on the North, and from Yonge Street/Don River on the West to Victoria Park Avenue on the East.

DVCLS is seeking a lawyer to join our Employment Team on a full-time, four-month contract to cover a leave of absence. The candidate will be an employee of DVCLS, but will provide legal services in employment law through Toronto East Employment and Immigration Legal Services (“**TEEILS**”), which is a partnership of five general service clinics located east of Yonge Street. In particular, the candidate will provide employment law services to those clients living in the physical catchment areas of Willowdale Community Legal Services (“**WCLS**”) and Neighbourhood Legal Services (“**NLS**”).

More specifically, the candidate will provide legal advice and possible representation to clients primarily at the Ontario Labour Relations Board, the Human Rights Tribunal of Ontario, the Social Security Tribunal and the Small Claims Court. Periodic work relating to the the Superior Court of Justice, the Canadian Industrial Relations Board and the Canadian Human Rights Tribunal may also occur. The candidate will also have the opportunity to collaborate with the community partners of both DVCLS and TEEILS to provide public legal education seminars and workshops, participate in law reform initiatives and community development projects.

In accordance with DVCLS’s hybrid workplace model, the successful candidate will be expected to work both remotely and in-person at the offices of DVCLS, WCLS and NLS.

The anticipated start date is June 2025.

#### **Qualifications:**

- A lawyer in good standing with the Law Society of Ontario
- 1 – 5 years of demonstrated legal experience representing clients in matters related to employment, labour, and human rights law
- Working knowledge of the *Employment Standards Act, 2000*, *Human Rights Code*, *Occupational Health and Safety Act*, *Canada Labour Code*, *Canadian Human Rights Act*, *Employment Insurance Act*, and other ameliorative statutes pertaining to employment law

- Strong legal advocacy and research skills
- Excellent written and oral communication skills
- Proficiency in M365, Adobe Acrobat DC and Zoom Workplace
- Ability to collaborate and work as a team with other lawyers, paralegals and support staff
- Ability to handle a full caseload, meet tight deadlines, maintain accuracy and attention to detail with minimal supervision
- Demonstrated commitment to working from an anti-oppression and social justice framework
- Experience working with a diverse range of clients from low-income and marginalized groups, including and in particular clients with mental health challenges
- Ability to diffuse tense situations and to assist people in crisis in a calming and helpful manner
- Ability to prepare and present public legal education seminars and workshops to the community using plain English
- Ability to work both remotely and in-person

**Assets:**

- Prior experience working at a community legal clinic, and familiarity with the Legal Aid Ontario Clinic Information Management System
- Familiarity with resources and agencies in the communities serviced by DVCLS, WCLS or NLS
- Fluency in French or a second language pertinent to serving the catchment areas of DVCLS, WCLS or NLS
- Experience in labour or community organizing, media relations, outreach, lobbying, networking, event organizing or stakeholder engagement

**Remuneration:**

- Salary Range: \$82,000.00 to \$115,000.00 based on year of call, experience and qualifications. The expectation is the salary will be on the lower end of the previously stated range
- Participation in DVCLS's group benefits plan
- Payment of the LSO annual dues invoice, prorated to cover contract length

**Applications:**

Applications must include a resume, cover letter, and a writing sample of up to five pages (opinion letter, research memo, factum etc.).

Applications should be addressed to the Hiring Committee and may be submitted by email to [bhavin.bilimoria@dvcls.clcj.ca](mailto:bhavin.bilimoria@dvcls.clcj.ca), by fax or by mail.

The deadline for applications is 5:00 PM on Friday, May 16, 2025.

We thank all applicants for their interest but we will only be contacting those selected for an interview.

As an employer, DVCLS is dedicated to building an organization that reflects the diversity of our clients and the communities we serve. This includes diversity in languages spoken, culture, race, sexual orientation and gender identity. We encourage individuals from diverse, marginalized and racialized communities and backgrounds to submit their application.

DVCLS promotes the principles of anti-oppression, and adheres to the tenets of Ontario's *Human Rights Code*. Please let us know if you have any accommodation needs regarding the submission of your application.