

Mentor application form

For senior lawyers seeking a junior lawyer to act as second chair.

Please submit your application form by email to secondchair@lao.on.ca only.

Application criteria

Criteria for mentors (senior lawyers seeking a junior lawyer to act as second chair)

- Member in good standing with the LSO
- In good standing with the courts or administrative tribunals in front of whom they appear
- No history of discipline or substantiated complaints by LSO or LAO
- Experience and expertise in the particular area of law at issue
- A history of mentoring junior counsel or leading continuing legal education opportunities in their legal area of expertise
- Active roster member with a consistent case load, a well-developed legal aid practice, good administrative history with LAO, and a reputation for high quality services. While membership in specialized areas of authorization such as those for Extremely Serious Matters and Gladue matters are relevant, they may not be the determining factor in an additional second chair authorization.
- Women and members of other minority groups may receive particular consideration

Case criteria for second chair opportunities

Cases suitable for the Second Chair program should include features that would allow a mentee to learn and develop, through “hands-on experience” the skills necessary to act as counsel on such cases in the future. Such features include:

- legal issues currently underserved by legal aid (such as child protection law)
- issues relevant to particular vulnerable client groups (such as Aboriginal clients and clients with mental health issues)
- the number and kind of required pre-trial motions

- novel legal questions
- complicated factual scenario(s)
- the need to handle expert evidence
- heightened need for strategic judgment
- opportunities for meaningful cross-examination
- involvement of a high-needs client with mental health issues
- high profile elements
- large amount of material for review to prepare for a proceeding
- an appeal or judicial review of a judgment

The above list does not preclude, in appropriate circumstances, authorizations through the program for short trials or hearings that are not overly complex or challenging but would provide mentees with valuable learning experiences.

Applicant information

Name:

Solicitor #:

Phone:

Email:

Year of call:

Current tier level:	Tier 1	Tier 2	Tier 3
Location:	Central East District		Central West District
	East District		North District
	Toronto District		West District

Which area(s) of law does your request apply to? (select all that apply)

Criminal

Refugee and immigration

Family

Civil

Other (please specify)

In March 2021, LAO introduced a pilot expansion of the Second Chair program to permit in-firm mentorship of lawyers from equity-seeking groups. Please indicate whether the proposed mentee is a member of any of the following equity-seeking groups (select all that apply) and are applying pursuant to this expansion:

Indigenous

Black

Racialized

A person living with a disability

A woman

A person who is LGBTQ+, including Two-Spirit, Trans or Non-binary

Request details

Number of hours requested (incl. prep time and court time):

Do you have an active certificate?

Yes

No

If yes, what is the certificate number?

Is there a BCM certificate?

Yes

No

Next court date?

Does your case have any of the characteristics identified below? (select all that apply)

Child protection

Indigenous

Domestic violence

Mental health

Other (please specify)

Please provide a short explanation of why this case would be a good Second Chair learning opportunity for an inexperienced lawyer. (For assistance, please refer to the criteria used by LAO for determining Second Chair authorizations (page 1 of this form))

Mentee details

Do you have a mentee? Yes No

If yes, has the mentee agreed to assist you with your case? Yes No

If yes, name of mentee:

Mentee phone:

Mentee email:

I certify that the information included in this form is complete, true, and accurate

Name:

Date:

Signature:

Submit the completed form to Legal Aid Ontario via secondchair@lao.on.ca.

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Personal information contained on this form is collected under the authority of the *Legal Aid Services Act, 2020* and will be used for the purpose of payment of accounts, investigations, and the administration of the *Legal Aid Services Act*.

Questions about this collection should be directed to the Privacy and Access to Information Officer at fippa@lao.on.ca or 1-800-668-8258.



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