

Pre-approved mentor application form

For small to medium sized cases in various areas of law.

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

Application criteria

The Criteria for mentors

- In good standing with the Law Society of Ontario (LSO)
- Member in good standing with the courts and/or administrative panels in front of whom they appear
- No history of discipline or substantiated complaints by Law Society of Ontario (LSO) or Legal Aid Ontario (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 authorizations 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 special consideration.

Conditions of pre-approval

Senior lawyers are expected to:

- understand that hours authorized under the Second Chair Program as a pre-approved mentor must be used within the fiscal year they are approved;
- agree to report within program guidelines;
- agree to track mentoring; and

- agree to follow the rules for case selection and mentee selection to ensure that they meet the criteria of the Second Chair Program.

Applicant information

Name:

Solicitor #:

Phone:

Email:

Year of call:

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

Criminal

Refugee and immigration

Family

Civil

Other (please specify)

Date of
request:

Mentoring information

Do you have an area of specialization? (select all that apply)

Clients with mental health issues

Expertise dealing with a specific client group

Clients who have experienced domestic
violence

Family

Criminal (Ontario Court of Justice matters)

First Nation, Métis, and Inuit client

Criminal (Superior Court of Justice matters)

Refugee and immigration

Other (please specify)

Please list your prior professional experience in mentoring junior lawyers and/or any experience in leading continuing legal education events.

Anticipate use of mentoring time

Please outline the kind of mentoring opportunities that you anticipate providing to less experienced lawyers either on your or their legal aid cases. (e.g.: motions, trial, hearings, appeals and judicial review)

How many pre-approved mentoring hours are you requesting?

5 10 20 25 50 Other

If other, please specify:

Are you willing to have less experienced lawyers contact your and request to work on your cases? Yes No

Would you be able to provide mentoring opportunities in French? Yes No

Other comments

Please list (or add as an attachment) any other information that may assist in your application:

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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