Job Posting: Poverty Law Clinic Lawyer  
Hours: 35 hours – Full Time  
Wage: Wage negotiable  
Posted: Sept 18/19  
Closing: Oct 7/19 Cover letter required  
Please Note: Qualified persons of Aboriginal descent will be given preference

Nature of Position:  
We are looking for an individual who is passionate about social justice issues to fill the position of staff lawyer at Ki-Low-Na Friendship Society.

Duties:  
Ki-Low-Na Friendship Society is launching a new and exciting initiative, a Poverty Law Clinic (PLC) to provide legal advice and representation to marginalized individuals who have appeared or are appearing before an administrative tribunal including the Employments Standards Tribunal, Employment and Assistance Appeal Tribunal, Social Security Tribunal, Workers’ Compensation Appeal Tribunal, British Columbia Human Rights Tribunal, and Residential Tenancy Branch. Where appropriate, the lawyer will review the merits of the case for representation in Supreme Court to individuals seeking a judicial review.  
The Poverty Law Clinic lawyer will work in close partnership with the Ki-Low-Na Friendship Society Poverty Law Advocate to review cases and provide their legal opinion on complex cases appearing before an administrative tribunal. Reporting to the Executive Director, the successful candidate will play a vital role in ensuring the success of the Poverty Law Clinic. The staff lawyer, with the help of a program assistant, will deliver legal services, report program outcomes, and perform other tasks necessary to ensure the smooth operation of the PLC.

Responsibilities:  
• Provide legal advice and representation (at administrative tribunal or judicial review) to poverty law clients as it pertains to their poverty law issues  
• Support in-house advocacy team with legal opinion on cases, and work in partnership with the programs supervising lawyer, on complex cases  
• Act as a resource to poverty law advocates in the region, and offer support and legal opinion on complex cases  
• Work with the legal community to identity systemic barriers, and support test cases that will improve the lives of clients who access poverty law services  
• Provide public legal education (PLE) on occasion as required
• Maintain complete and accurate statistics and records for all program activities
• Perform administrative tasks including record keeping, file management and reporting to accredited standards.

Qualifications:
• Member of the BC Bar in good standing with 2+ years of experience in litigation
• Experience appearing before administrative tribunals
• Experience supporting and advocating for marginalized individuals
• Ability to run an organized caseload from beginning to end
• Strong attention to detail and accuracy, able to multi-task, and meet deadlines
• Ability to be flexible as situations arise
• Excellent interpersonal skills, including verbal and written skills, team oriented and exercises good judgment
• Knowledge of Aboriginal culture and issues

Send Resumé or CV with cover letter to:
Ki-Low-Na Friendship Society - Attention: Executive Director
442 Leon Ave, Kelowna, BC V1Y 6J3

E-mail: executivedirector@kfs.bc.ca
Fax: (250) 861-5514
Telephone: (250) 763-4905

We thank all applicants for their interest; however, only individuals selected for interviews will be contacted.