SCY is hiring: Contract Legal Counsel

The Society for Children and Youth of BC (SCY) is a provincial advocacy organization dedicated to improving the well-being of children and youth through the advancement of their rights. They are currently seeking lawyers to be placed on a roster, to provide legal service to children and youth on a contract basis. The focus of the Child and Youth Legal Centre is to provide legal assistance to vulnerable, immigrant, and Indigenous children and youth. Presence on or removal from the roster is at the discretion of SCY.

The mandate of the CYLC is to improve the well-being of children and youth in British Columbia through the advancement of their legal rights.

The role of the Centre is to advocate on behalf of vulnerable children and youth. Legal counsel will put forward the child’s views and interests. In taking a position on behalf of the child, child’s counsel will ascertain the views and preferences of the child, if any, and will consider:

a. The independence, strength and consistency of the child’s views and preferences.
b. The circumstances surrounding the child’s views and preferences, and
c. All other relevant evidence about the child’s interests.

**Contract Legal Counsel Position**

**Duties and Responsibilities**

- Provide legal advice and representation personally to the client;
- Manage individual client files;
- Keep accurate client records to enable evaluation, including detailed time records, Advice Given Form and Retainer checklist/Agreement;
- Follow policies and procedures of the Centre;
- Follow the mandate of the Society to improve the well-being of children and youth in BC through the advancement of their legal rights;
- Work under the direction of the Managing Lawyer for the Centre;
- Appear in Provincial and Supreme Court as required;
- Draft pleadings and other documents as required;
- Attend settlement negotiations as required;
- Provide progress reports monthly for ongoing files, and final outcomes for closed files; and,
- Provide statement of accounts with required receipts, and applicable taxes, monthly, and otherwise when requested.
Position requirements

- Minimum 5 years of experience in child protection and family law (applicants with less experience may be considered);
- Membership in good standing with the Law Society of British Columbia and hold a Law Society of British Columbia practising certificate;
- Significant trial experience in both Provincial and Supreme Court;
- Knowledge of the child and youth rights and child development;
- Prior direct service delivery to children will be considered an asset;
- Experience working with marginalized populations and vulnerable individuals;
- Previous work with Indigenous children and youth will be considered an asset, specifically with Indigenous child protection and working with Indigenous families and communities;
- Knowledge of the United Nations Declaration on the Rights of Indigenous Peoples;
- Behave ethically, and understand ethical behaviour, obligations, and business practices to ensure that behaviour is consistent with the standards and values of SCY; and,
- Current criminal records check for working with vulnerable persons.

Compensation

- The roster lawyer will be paid on an hourly basis, of $100 per hour, up to a maximum of 15 hours per file, unless prior approval is granted.

Disbursements not requiring prior approval

- **Mileage:** The roster lawyer will be paid mileage at the going rate as prescribed by SCY for attendances for court and negotiated settlements only; providing that the number of kilometers round trip is 20 kilometres or more.
- **Filing Fees:** The roster lawyer will be reimbursed reasonable costs for filing fees.
- **Ordinary Disbursements:** The roster lawyer will be paid a block fee of $50 per file, to cover such costs as file opening and closing, long distance, photocopies, and agents and couriers. Receipts will not be required.

Disbursements requiring prior approval

- **Agents and Couriers:** The roster lawyer will not be reimbursed separately for agents and couriers, unless prior approval is granted.
- **Process Serving:** The roster lawyer must obtain prior approval prior to using the services of a process server.
- **Interpreter:** The roster lawyer will be reimbursed reasonable costs for interpretation services, upon prior approval being granted.
- **Other assistants, including lawyers, articled students, legal assistants, researchers, computer operators, record keepers and consultants:** The roster lawyer is expected to provide the legal services directly. The roster lawyer will not be reimbursed for the services of other assistants unless prior approval is granted.
• **Travel time**: The roster lawyer will not be paid for travel time, unless prior approval is granted.
• **Meals**: The roster lawyer will not be reimbursed for meals, unless prior approval is granted.
• **Any mileage in excess of the mileage stated above** requires prior approval.
• **Litigation costs, including expert witnesses, transcripts, witness fees, medical specialists, significant photocopies**: the roster lawyer will not be reimbursed for these services, unless prior approval is granted.
• The roster lawyer is expected to be responsible for all other disbursements associated with the file, unless prior approval is granted.

**Application Process**

Please submit a cover letter, outline of your relevant experience, and response to Request for Qualifications, by email to hr@scyofbc.org. We will be reviewing applications on a rolling basis. We thank all applicants; however, only those selected for an interview will be contacted. SCY is an equal opportunity employer and encourages applications from Indigenous people, women, persons with disabilities, and members of visible minorities. No legal relationship or obligation regarding the procurement of any legal services shall be created between the Respondent and SCY until the parties have executed a written Contract for such legal services.

**Request for Qualifications**

**Experience**

1) Describe your experience with children and the Justice System.
2) Describe your experience with Indigenous people and the Justice System.
3) Describe your trial experience.
4) Describe your experience under the Child, Family, and Community Services Act.
5) Describe your experience with mediation or other collaborative process.

**Training**

1) Have you completed the Domestic Violence Screening as approved by the Law Society of B.C.
2) Describe your training in mediation or other collaborative process.
3) Describe your training in providing legal advice to children.
4) Describe your training in children’s issues.

**Other**

1) Describe your approach to delivering legal services to children.
2) Provide your preferred geographical location.
3) Provide two references.