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SALCBC is Hiring a Legal Advocate!

Status: 37.5 hours per week – full-time permanent position
Wage: Starting rate \$30 per hour / plus health benefits after 3 months
Closing Date: Until position is filled
Apply by: Send a cover letter and resumé to: info@salcbc.org

SALCBC is an intersectional feminist organization advocating for access to justice and equity for South Asians. We are looking for a South Asian Legal Advocate to join our team. This individual must have legal experience, excellent communication skills, a commitment to social justice issues and be a team player. The Legal Advocate will work under the supervision of the Managing Lawyer to provide legal information and advocacy on various poverty law matters.

Job Description:

Direct Service:

- Screen and identify Individual's legal issues according to program guidelines and funding mandate.
- Provide emotional support, legal resources, information and appropriate referrals by telephone, website, email, and appointment.
- Assess client information and determine eligibility for referral to Legal Aid.
- Support individuals through the court system, including if appropriate court preparation and accompaniment.
- Build and maintain a positive working relationship with other advocates, lawyers, Legal Services Society, and other relevant groups and individuals.
- Screen and refer individuals to Pro Bono lawyers and Pro Bono clinic including the intake process for SALCBC.
- Follow-up with lawyers/clients regarding progress/outcome of case.
- Coordination and recruitment of SALCBC volunteers.
- Maintain complete and accurate program records and statistics for all program activities.
- Provide training and public legal education when necessary.
- This position is based out of our Surrey head office and will require regular attendance at the Surrey Provincial Court

Qualifications:

- Bachelor's Degree in Social Work, Criminology, Social Justice or a certificate or diploma in an appropriate area or equivalent experience.
- Minimum two years of experience working with legal advocacy issues related to poverty law.
- Demonstrate a strong understanding of equity, intersectionality, anti-racism and decolonization and anti-oppression work.
- Demonstrate analysis, knowledge and training of working in a trauma informed manner.
- Good understanding of Canadian Law and working knowledge of poverty law and/or family law, child protection, criminal law, immigration Law.
- Knowledge of community resources and other social service agencies.

- Self-motivated with the ability to run an organized caseload.
- Ability to speak a South Asian language: Punjabi, Hindi or Urdu.
- Will be required to travel. Must have reliable transportation.
- May be required to work flexible hours, including evening and weekends.

SALCBC is committed to feminist intersectional and anti-oppressive approaches and we welcome applications from people who are reflective of our diverse community, including those who self-identify on the basis of any protected grounds under the *Human Rights Code*. We will provide accommodation during the hiring process upon request. We thank all applicants for their interest. Only those selected for the interview will be contacted.