

## **EXTERNSHIP PLACEMENT SYNOPSIS:**

### **1. Advocacy Centre for Tenants Ontario (ACTO)**

Number of Placements: 1

Description: ACTO is a community legal clinic funded by Legal Aid Ontario with a province-wide mandate to assist low-income Ontarians with their housing issues through legal advice and representation, law reform, community organizing, and education and training. ACTO also runs the Tenant Duty Counsel Program across Ontario which provides legal information and assistance to self-represented tenants appearing at the Landlord and Tenant Board. ACTO works closely with the other legal clinics across Ontario, particularly in providing tenant duty counsel services.

Duties: Working with ACTO's staff of lawyers and professionals in community development, research and communications, the student will take on research and advocacy projects to advance ACTO's work in the Courts, before legislative bodies and in the community.

ACTO is a litigation boutique that primarily focuses on appellate work and interventions before various Courts. This work is in contrast to the type of work of general community legal clinics who appear frequently before tribunals or trial level courts.

Hours: Students will primarily work during Office Hours 9am- 5pm. Flexible hours are sometimes available, between 8:00 am and 7:00 pm. In-person placement. Possibility of work off-site at Landlord and Tenant Board offices (in the GTA) or locations of clinic training programs. Any such work would be planned long in advance.

Website: [Advocacy Centre for Tenants Ontario - ACTO](#)

### **2. Canadian Centre for Housing Rights (CCHR)**

Number of Placements: 4

Description: CCHR advances the right to housing by serving renters to help them stay housed, providing education and training about housing rights, and advancing rights-based housing policy through research, policy development, advocacy and litigation. Every year, CCHR provides much needed supports to hundreds of renters facing eviction and human rights issues in their housing. CCHR also provides education on housing law, human rights and eviction prevention to a variety of audiences, including vulnerable renters, housing providers and service providers. CCHR is also compiling research and data to ignite public action and encourage decision makers at municipal, provincial and national levels to implement the right to housing for all. This work includes engaging in strategic litigation as a means to advance rights-based housing policy where traditional avenues of policy advocacy may not be effective. CCHR partners at municipal, regional, provincial and national levels, as we work to build and nurture coalitions to advance the right to housing movement in Canada and internationally.

Duties: Student externs will each be assigned to one of two teams:

- Policy, Communications, and Engagement: Students will work closely with CCHR's public policy professionals to monitor and analyze policy developments across Canada and support community

engagement and education efforts. This work may include preparing briefing notes and reviewing and analyzing legislation and relevant government policies.

- **Services and Education:** Students will work directly with clients, providing them legal information on a variety of issues related to their tenancies, do legal research, conduct intake interviews, and provide guided referrals.

**Hours:** CCHR is a national organization. Students will generally be able to work during business hours in any Canadian time zone. Meetings will usually be scheduled during our core hours of 11:30am to 4:00pm EST. This position can occur entirely remotely, with hybrid negotiated with the student.

**Website:** [Homepage - Canadian Centre for Housing Rights \(housingrightscanada.com\)](http://housingrightscanada.com)

### **3. Hamilton Community Legal Clinic**

**Number of Placements:** 1

**Description:** Hamilton Community Legal Clinic is a community-based not-for-profit agency whose diverse team of caring professionals and volunteers provides legal services to low-income individuals and communities to promote access to justice and to improve quality of life. We do this through summary advice and referral, representation, community development, law reform, and public legal education.

Students must be able to appreciate and sensitively respond to the experiences of diverse clients with low income, many of whom experience issues with mental health and addiction. Attention to detail is key. An understanding of applying an Anti-oppression and Anti-racism lens while practicing is key.

The primary role is to interview clients who are appealing the denial of their ODSP applications and requiring housing advice. The student will have an opportunity to work closely with a staff lawyer on a number of housing cases, as well assist in providing Tenant Duty Counsel. An opportunity to provide public legal education will depend on community requests.

**Hours:** Students will primarily complete work during typical office hours (8:30am – 4:30pm). The exact hours: Monday, Tuesday, Thursday, Friday 8:30am - 4:30 pm and Wednesday 8:30am – 12pm availability. This is an in-person placement.

**Website:** [Hamilton Community Legal Clinic \(hamiltonjustice.ca\)](http://hamiltonjustice.ca)

### **4. Town of Essex**

**Number of Placements:** 2

**Description:** Students will work under the Director of Legal and Legislative Services and receive a comprehensive introduction to legal issues impacting municipalities.

**Hours:** This is an in-person placement. Students will primarily complete work during typical office hours 8:30 am – 4:30 pm.

**Website:** [Town of Essex](http://Town of Essex)

#### **5. Town of Tecumseh**

Number of placements: 1

Description: The preferred candidate will be assisting the Town's Solicitor with the research and preparation of by-laws, reports, policies, set fines and standard operating procedures for the implementation of a Municipal Administrative Monetary Penalty System for the Town.

Hours: This is an in-person placement. Students will primarily complete work during typical office hours 8:30 am – 4:30 pm.

Website: [Town of Tecumseh](#)

#### **6. Unison Health and Community Services**

Number of Placements: 1

Description: While we are a general service legal clinic like others throughout the province, we are one of the very few that is integrated within a larger organization. Unison is a community health centre, with numerous other services, of which legal is only one. As such, we work closely with a number of other staff in an interdisciplinary context.

Duties: It is anticipated that there would be elements of client interviewing and notetaking, some legal research, and assistance in community development and public legal education.

Hours: Students will primarily complete work during typical office hours (9:00am – 5:00pm.) There is some flexibility in the hours above and there may be some requirement to working outside of the hours above as needed. In-person placement.

Website: [Unison Health & Community Services \(unisonhcs.org\)](#)

#### **7. Windsor-Essex Bilingual Legal Clinic**

Number of Placements: 2

Description: Windsor-Essex Bilingual Legal Clinic provides bilingual legal services to members of the Windsor-Essex Community. Services are provided in the following areas of law: social benefits, housing, employment, CPP, human rights, and Small Claims. The clinic also engages in law reform and public legal education. Services are provided at no cost to people with low incomes.

Duties: Students will engage in a range of duties including research, interviewing clients, writing submissions, observing and/or conducting hearings under close supervision, as appropriate. French speaking students are preferred but not required. English speaking students may also apply. Please indicate if you speak languages other than English and French.

Hours: Work hours M-F 9 AM – 4:30 PM. This is an in-person placement.

Website: [Home - Clinique juridique bilingue Windsor-Essex Bilingual Legal Clinic \(blc-cjb.com\)](#)