



Middlesex County
Barrister &
Solicitor's Office

STUDENT-AT-LAW (POTENTIAL PART TIME/FULL TIME WORK CONTRACT)

Middlesex County is a small town, rural/semi-urban community of over 74,000 people located in the heart of Southwestern Ontario. Set in a picturesque and natural setting, the County is known for its rich agricultural heritage, diversified economy, excellent quality of life and efficient municipal management. The County Administration Building, also known as the former Middlesex County Court House and Gaol is located at the Fork of the Thames River at 399 Ridout Street North, London, Ontario on lands owned by the County. The Middlesex County Barrister & Solicitor's Office ("MCBSO") is a municipal law office established in 2012, which provides advice and legal representation with respect to all legal matters to the Corporation of the County of Middlesex (the "County") and to each of the eight lower-tier municipal corporations located within the geographic boundary of the County when such corporations retain the office. The County Barrister & Solicitor's Office is interested in hiring a second year law school student on a part time and/or full basis (as the student's schedule allows) for 12-18 months commencing in March.

Gain experience by working with the County Barrister & Solicitor and learn how to:

- Negotiate and draft a wide variety of agreements, contracts, licenses, leases, tender documents, by-laws, policies, memoranda and other necessary corporate documents.
- Advise on and litigate subjects which include but are not limited to planning and development, environmental/energy law, highways, construction, contract law, by-laws, social services, employment/labour/human resources law, liability/insurance, real estate, technology, privacy and corporate procedure;
- represent municipalities at various levels of court (small claims, Superior Court, Court of Appeal through SCC), administrative tribunals (Ontario Municipal Board, Ontario Energy Board, Environmental Review Tribunal, Board of Negotiation, Social Benefits Tribunal, Human Rights Tribunal, etc.) and arbitration;
- prepare and screen prosecutions for by-law, *Planning Act*, *Building Code Act*, *Fire Protection & Prevention Act* and other infractions;
- negotiate and draft a wide variety of agreements, contracts, licenses, leases, tender documents, by-laws, policies, memoranda and other necessary corporate documents.
- combine discipline, logic and practicality with creativity in looking beyond the traditional scope to find innovative solutions to complex and sensitive problems;
- render legal opinions, sometimes necessarily based on incomplete information, on the spot;
- practice effectively as both a solicitor and a barrister; and
- handle complex issues under tight deadlines.

Qualifications / Work Environment / Requirements / Wages / Start-End Date:

- applicants must be a law student in good standing at an Ontario law school
- the law student, if hired, will enjoy a flexible work schedule with the ability to work from a home office, subject to the approval and direction of the County Barrister & Solicitor
- the use of a reliable vehicle is required, as is the ability to travel within the County for physical meetings, court appearances, etc.
- the number of hours will be up to 35 per week
- Wages to be discussed at interviews
- The anticipated start date for the position is on or around March 18, 2019, but some flexibility exists. If you have any questions regarding this position, please call 519-434-7321 x2266.

How to Apply:

To apply for this position, please forward your resume, cover letter, names/contact information for three (3) references and a copy an unofficial law school transcript (to be verified by an official transcript in the event of hire) saved as one document in PDF format by 3:00pm on Feb. 13, 2019 to:

Middlesex County
County Building
399 Ridout Street North
London, Ontario N6A 2P1
Attn: Human Resources Manger
Fax: 519-434-0638
e-mail: hr@middlesex.ca

The County thanks all who apply, however, only those who are granted an interview will be contacted.

Personal information in relation to the recruitment and hiring process is collected under the authority of the *Municipal Act, 2001*. This information will be used to determine eligibility for employment with the County of Middlesex.

Middlesex County is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their need known in advance.