

University of Toronto Faculty of Law (UTLaw) Public Interest Programs' Joint Volunteer Recruitment Process (Fall 2021)

INTRODUCTION

Law students in all years can volunteer with one of the public interest programs at UTLaw. The following 5 public interest programs at UTLaw have developed a **joint-volunteer recruitment process** for assigning students to their programs; respective volunteer opportunities: The David Asper Centre for Constitutional Rights (Asper Centre), the International Human Rights Program (IHRP), Pro Bono Students Canada (PBSC), Downtown Legal Services (DLS), and the Future of Law Lab (FoL).¹ Please note, Law in Action Within Schools (LAWS) has a separate application process that can be accessed [here](#).

This Guide provides an overview of how students can learn about the various volunteer opportunities available at the above-mentioned 5 programs, how students should select/rank their preferences and how students will be assigned to a volunteer placement with one of the programs.

SUMMARY of Volunteer Opportunities in the Joint-Volunteer Recruitment Process

Asper Centre >> This year, the Asper Centre has 5 working groups: Prisoners' Rights Handbook, Sex Workers' Rights, Police Oversight, Privacy Law Reform, and Freedom of Expression & Advocacy on Palestine. Asper Centre [student working groups](#) are student-led projects that bring together approximately 12-15 students to work in conjunction with faculty members, civil society groups and members of the bar on Charter rights advocacy or current constitutional law issues. The groups are led by upper year law students and are supervised and supported by the Asper Centre Program Coordinator and Director.

IHRP >> This year, the IHRP has 5 working groups: Women's Human Rights Resources, Global Health and Human Rights, Cameroon Anglophone Crisis Database of Atrocities, Sexual Orientation and Gender Identity, and the Venezuela Accountability Project. IHRP working groups are student-led projects that provide experiential learning opportunities in several areas of international law. The groups are led by upper year law

¹ Any questions can be directed to the relevant public interest programs (Asper Centre: tal.schreier@utoronto.ca; PBSC > probonostudents.utoronto@gmail.com; IHRP > ashleye.major@utoronto.ca; DLS > law.dls@utoronto.ca; FoL > josh.morrison@utoronto.ca. Questions about this document more generally can be directed to tal.schreier@utoronto.ca or josh.morrison@utoronto.ca.

students and are supervised and supported by the IHRP Director and Research Associates.

PBSC >> This year the PBSC has over 30 projects placing students across all years of study. Student volunteers will have the opportunity to develop their legal skills by supporting the work of community organizations under the supervision of lawyers in nearly every area of law, including family, constitutional, human rights, immigration and refugee, landlord and tenant, employment and labour, LGBTQ2S+ rights, and environmental law. For a full listing of projects, please see here:

<https://pbsc.law.utoronto.ca/projects>

DLS >> Most client services provided by DLS are offered in five divisions: Criminal Law & University Offences, Employment Law & Academic Appeals, Family Law, Housing Law, and Refugee Law. Each division is supervised by a staff lawyer and led by senior student caseworkers called Division Leaders. This year, we invite volunteers to be paired with a Division Leader whom they will shadow and assist with legal advice, negotiation, and litigation files. While additional opportunities in law reform, public legal education, and community organizing may arise for volunteers in these five divisions, we will also offer separate placements in the Record Suspension Project, which assists clients seeking pardons for past criminal offences.

FoL >> This year, students can volunteer for our working group focusing on gamification of innovations. Gamification—the introduction of elements of play and gaming into otherwise everyday activities—has disrupted legal frameworks. It lets ridesharing apps influence drivers into acting like employees and stock trading apps nudge clients into taking on too much risk and trading too frequently. This project aims to find a way to sort out good gamification from bad gamification, and develop policy recommendations aimed at addressing the effects of bad gamification without discouraging the use of good gamification. This is an opportunity to engage with high-profile issues, build your skills as a writer and researcher, and gain experience presenting your work to regulators and other practitioners. Visit our [website](#) for more information.

PLACEMENT GUIDELINES

While each public interest program welcomes upper year students, best efforts will be made to ensure that all 1L students are placed with a volunteer opportunity.

Students are encouraged to rank multiple volunteer opportunities in order to increase the likelihood of being matched with an opportunity of their choice. In other words, the more choices that you list, the greater chance you will obtain a volunteer opportunity that matches your interests.

In an attempt to provide as many students with opportunities as possible, please note that 1L students are **not** be permitted to accept more than **one (1)** placement as between:

- Asper Centre for Constitutional Rights
- International Human Rights Program (IHRP)
- Downtown Legal Services (DLS)
- Future of Law Lab (FoL); and,
- Pro Bono Students Canada (PBSC).

However, 1L students may accept an opportunity with Law in Action Within Schools (LAWS) **in addition** to an opportunity from one of the above noted programs.²

For example, a 1L student may accept a volunteer opportunity with LAWS **and** a volunteer opportunity in an Asper Centre student working group, however she may **not** accept both an Asper Centre volunteer opportunity **and** a PBSC volunteer opportunity.

Please note that this policy will be strictly enforced by the public interest programs.

OVERVIEW OF IMPORTANT DATES

- Thursday, September 9: UTLaw Clubs Fair from 12:30 p.m. -2:00 p.m.(in Jackman Law Building) – This event will introduce students to each of the public interest programs at UTLaw, so that students can begin to learn about the opportunities to volunteer with each program.
- Monday, September 13 to Thursday, September 16: Program Information Sessions – Students should attend as many Information Sessions as possible during this week to learn about all the available volunteer opportunities.
- Thursday, September 16 at 2:00 p.m. EDT: “[Public Interest Application Form 2021](#)” goes live; students are invited to complete this form in order to rank their volunteer opportunity preferences.
- Monday, September 20 at 2:00 p.m. EDT – Application Date: Deadline for students to submit the [Public Interest Application Form 2021](#)
- Thursday, September 23 at 12:30 p.m. EDT - Notification Date: Students are notified of their placement. Notifications will continue on a rolling basis as students accept/decline placements.

² Students interested in applying for an opportunity with **LAWS** should visit the following page: <https://www.lawinaction.ca/get-involved/law-student-volunteers/apply/>

- Thursday, September 23 at 3:30 p.m. EDT - Initial Deadline for Acceptance: **students must promptly accept no more than one (1) placement** as between Asper, IHRP, DLS, FoL, or PBSC, **and should immediately reply rejecting all other placement offers.** Reminder: Students may accept LAWS in addition to the aforementioned placements.

INFO SESSIONS

Info Sessions are intended to introduce students to the various public interest program opportunities that exist at UTLaw. Info sessions will allow students to meet program leaders, student working group leaders, hear from former volunteers and community partners, and learn more about program requirements.

Students are encouraged to attend as many info sessions as possible to maximize their decision making in advance of expressing interest.

Monday, September 13 @ 1:00 p.m. EDT: Law in Action Within Schools (LAWS)

- Moot Court Room - Room J250

Tuesday, September 14 @ 1:00 p.m. EDT: International Human Rights Program (IHRP) and Asper Centre (Asper)

- Moot Court Room - Room J250

Wednesday, September 15 @ 1:00 p.m. EDT: Pro Bono Students Canada (PBSC) and Downtown Legal Services (DLS)

- Moot Court Room - Room J250

Thursday, September 16 @ 1:00 p.m. EDT: Future of Law Lab (FoL)

- Moot Court Room – Room J250

RECRUITMENT PROCESS

In order to best match students to the various volunteer opportunities at the Asper Centre, IHRP, PBSC, DLS, and FoL, this joint-volunteer recruitment process has been centralized for the most part. Students who wish to volunteer for one of these 5 programs' opportunities must fill out the [Public Interest Application Form 2021](#), ranking their choices, by no later than Monday, September 20 at 2:00 p.m EDT.

Students are encouraged to rank as many programs and projects within each program as possible, in order to ensure that they get placed in a suitable volunteer opportunity.

Please Note: Although students who wish to volunteer in one of these programs must “apply” using the [Public Interest Application Form 2021](#), this is not meant to be a formal recruitment process similar to a job or articling applications. The basic information gathered during this recruitment process is merely to help ensure that as many students as possible are placed in volunteer positions based on their areas of interest. The public interest programs will make best efforts to attempt to place as many students as possible in their preferred choices. While priority will be given to 1Ls and those without previous experience, some projects will be more suitable for upper-years depending on the nature of the work.

- Application Form Opens: Thursday, September 16 at 2:00 p.m. EDT:
 - Students interested in an opportunity with Asper Centre, IHRP, DLS, FoL, or PBSC must express their interest by completing the Public Interest Application Form [here](#).
 - Students interested in an opportunity with LAWS will express their interest by completing an application [here](#).

- Application Deadline: Monday, September 20 at 2:00 p.m. EDT: this is the application deadline for all public interest program volunteer opportunities.
 - Students interested in an opportunity with Asper Centre, IHRP, DLS, FoL, or PBSC must express their interest by completing the Preference Form [here](#).
 - Students interested in an opportunity with LAWS will express their interest by completing an application [here](#).

- Placement Notification Date: Thursday, September 23 at 12:30 p.m. EDT and thereafter on a rolling basis
 - All students placed on projects will be notified at this time.

- Placement Acceptance Period: Thursday, September 23 from 12:30 - 3:30 p.m. EDT
 - Please note that **students must promptly accept no more than one (1) placement** as between Asper Centre, IHRP, DLS, FoL, or PBSC, and

should immediately reply to the other offers in order to reject those placements. This policy will be strictly enforced, and students accepting multiple placement offers from these programs may be removed from their placement of choice.

- **Students may accept a placement with LAWS in addition to one other placement** (i.e. students MAY accept BOTH a placement with PBSC and a placement with LAWS. Students CANNOT accept a placement with PBSC and a placement with Asper Centre however).
- Students who do not accept a placement offer within this three hour window will be deemed as having rejected this placement.

What happens if I don't get my first choice? How do rolling offers work?

The public interest programs will make best efforts to match students to programs based on their first choice. However, due to the fact that some projects have specific requirements (ex. language requirements, requirements for upper-years etc.), students may not receive an offer for their first choice. Consequently, students are encouraged to select as many programs of interest as possible when completing the Preference Form.

Once you have been offered a placement and accepted via email, you should **immediately** decline any other offered placements, by email. This is to help ensure the programs can begin opening up opportunities to other interested students.

Prospective students should monitor their email regularly beginning Thursday, September 23 at 12:30 p.m. EDT.

TRAINING DATES

PBSC: All student volunteers must complete the following mandatory training:

- General Training: September 28 from 12:30 – 2:00 p.m. EDT in Room J250
- WestlawNext Legal Research Training:
 - Introductory Workshop (mandatory for First-years): October 8 from 12:30 - 1:30 p.m. EDT.
 - Advanced Workshop (mandatory for Upper-years on legal research project. Open to other PBSC student volunteers if space permits): October 12 from 12:30 - 1:30 p.m. EDT.
- Anti-oppression Training: self-directed training module to be provided to all volunteers

Please note that some projects require student volunteers to undergo additional project- specific training given the nature of the work and/or communities being served. Please visit PBSC's projects page for additional info: <https://pbsc.law.utoronto.ca/projects>

Asper Centre: Students will hear directly from their specific working group leaders. The leaders will arrange the first meeting/training of the working group and will be in touch with volunteer members to schedule this meeting.

IHRP: Students will hear directly from their specific working group leaders. The leaders will be in touch to arrange the first group meeting and any project-specific trainings that participants must undertake.

DLS: All DLS volunteers will receive basic orientation on-site at the clinic (655 Spadina Avenue) from 1pm to 2pm on Thursday, September 30, 2021. Additional volunteer training for those volunteers joining the Record Suspension Project will take place during a lunch hour of mutual availability, to be determined after recruitment.

FoL: Students will hear directly from their specific working group leaders. The leaders will be in touch to arrange the first group meeting and any project-specific trainings that participants must undertake.

LAWS: All student volunteers must complete the following mandatory training

- Training Session – Monday, September 27th at 12:30pm in Room J250