

“Legal Researcher” summer law student position

Job description

The **Public Legal Education and Information Service of New Brunswick** (PLEIS-NB) is a non-profit organization with a mandate to educate the public about the law and promote access to the legal system. We are pleased to invite applications from current law students for summer employment with us for the summer of 2024. There are multiple positions available.

PLEIS-NB is planning several research projects for the summer. The purpose of these projects is to produce information about the law in a non-technical, plain language style for general public use. All students will be asked to work on a variety of subjects, and may be assigned to focus on specific projects based on the organizations’ needs and the students’ areas of strength.

Projects currently underway include:

- A core **public inquiries program** which provides legal information to the public via telephone and email inquiries;
- **Navigating the Family Justice System** – a series of workshops supporting self-represented litigants in family law matters;
- A **strategic planning phase** including a redesign of the organization's website and a revitalization of internal policies;
- **Drafting legal information and other updates for PLEIS’ website**; and
- Ongoing **updates to our legal publications** to ensure materials are accurate and up-to-date.

PLEIS-NB wishes to hire researchers with excellent legal research and writing skills. An understanding of domestic, intimate, and gender-based violence is also an asset. The projects will involve approximately 18 weeks of employment. Our office is located in Fredericton.

Please forward your curriculum vitae and a cover letter to the attention of associate director Amber Chisholm pleisnb@web.ca by March 17th 2024. Include "Summer Employment" in the subject of your email. We thank all applicants for their interest, however, we will contact only those selected for an interview.

For more information about Public Legal Education and Information Service of New Brunswick visit our websites: www.legal-info-legale.nb.ca and www.familylawnb.ca

Contract length: 4 months

Application deadline: 2024-03-17

Expected start date: 2024-05-01

Job Types: Full-time, Fixed term contract, Seasonal

Salary: \$18.00 per hour

COVID-19 considerations:

PLEIS-NB is committed to maintaining a safe working environment during the COVID-19 pandemic. Employees are expected to mask when in shared workspaces. Workspaces are well distanced and well-ventilated, and employees who fall ill or experience symptoms are encouraged to work at home if possible, and take sick time as appropriate.
