



Innocence Canada

555 Richmond Street West
Suite 1111, P.O Box 106
Toronto, ON M5V 3B1
Tel: 416 504 7500

Job Posting – Staff Lawyer

Location: Toronto, Ontario
Target Start Date: August 2021
Hours: 35 per week
Pay Rate: Range of \$63,000 - \$70,000 + plus benefits
Employment Type: Contract / Full-time
Reports to: Legal Director

Note: Innocence Canada encourages applications from across Canada but successful candidates must take steps to ensure that they are eligible to practice in Ontario.

Background

Innocence Canada is a Canadian, non-profit organization dedicated to identifying, advocating for, and working to exonerate individuals convicted of a crime that they did not commit. In addition, Innocence Canada works to prevent future injustices through legal education and reform.

Job Summary

The staff lawyer will assist in reviewing claims of wrongful conviction and, where applicable, in preparing for the litigation of those claims. This will include managing case files, legal research, and working collaboratively with Innocence Canada staff and pro-bono lawyers in the development of strategies for pursuing claims of wrongful conviction.

The staff lawyer will also be involved with Innocence Canada's ongoing contribution to policy and law reform discussions relevant to the field of wrongful convictions and criminal justice in general. There is a possibility of involvement in matters before the courts.

Specifically, the successful candidate will be responsible for the following portfolios:

1. Work closely and regularly with the Legal Director to identify caseload management priorities and movement of files through the case management process;
2. Undertake general case related administration alongside the Legal Director (including, but not limited to, processing initial intake, applicant correspondence, file/practice management);
3. Oversight and management of assigned active cases and developing/implementing case specific workplans;
4. Write s. 696.1 Applications for Ministerial Review, applications seeking bail pending the Minister's decision or Appeal facta (in some cases alongside the Legal Director or case reviewers);
5. Provide relevant legal advice and direction to case reviewers on assigned active files;
6. Identify direction and resources to pursue fresh evidence on assigned active files;
7. Correspond with the Crown, trial lawyers, and appeal lawyers as required on cases;
8. Recruit, hire and integrate evidence from private investigators, forensic experts, and other resources as required to advance cases; and
9. Undertake institutional visits as required.

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Education & Qualifications

- JD degree or equivalent;
- Member in good standing at the Law Society of Ontario;
- Experience in criminal law;
- Experience and understanding of the Canadian wrongful conviction context;
- Strong legal research and writing skills;
- Excellent file management;
- Strong written and verbal communication skills with clients;
- Understanding of systemic issues and their impact on marginalized and vulnerable populations an asset;
- Ability to work in French an asset;
- Ability to work independently, as needed, and in a collaborative small team environment.

Application Deadline: Wednesday, July 21 @ 5:00 PM

Interested individuals should send the below documents as one PDF document to the attention of the Executive Director at inquiries@innocencecanada.com.

- a. Cover letter;
- b. Curriculum Vitae;
- c. Law school transcript;
- d. Two reference letters;
- e. 10-page writing sample

We regret that due to the small size of the Innocence Canada team only applicants who are selected for an interview will be contacted.