



STUDENT LEGAL SERVICES OF EDMONTON
Pro Bono Students Canada Project

2009/2010 Supervising Lawyer Agreement

Date: _____

Please return completed forms to:

Jesse Moe – 2009 Pro Bono Students Canada Coordinator
Student Legal Services of Edmonton
11011 – 88 Ave.
Edmonton, AB, T6G 0Z3
Tel: (780) 492 – 8287
Fax: (780) 492 – 7574
Email: pbsc@ualberta.ca

I, _____ agree to the following:

1. I will make myself available to my student group lead to provide guidance and support on a regular basis.
2. I will review my student's work and provide feedback until such time that I am satisfied that the material produced by my student group is accurate and can therefore be passed along to the organization on whose behalf it was produced.
3. Should I become unavailable, I will find an alternate qualified supervising lawyer.

I, _____ am a member of the Law Society of Alberta and have valid liability insurance.

Name (please print)

Signature

Date



Supervising Lawyer Profile

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General Information

Name:	
Name of Firm/Organization:	
Address:	
Phone: ()	Fax: ()
E-mail:	

Do you carry valid liability insurance?:

Yes No

Please indicate the provider(s) of your insurance coverage:

What is the maximum number of projects you would like to supervise?

One Two Three Other: _____

Your Area(s) of Practice/Interest

Please indicate your area(s) of practice and/or interest.

- | | |
|--|--|
| <input type="checkbox"/> Aboriginal/First Nations Law/Policy | <input type="checkbox"/> Gay/Lesbian Issues |
| <input type="checkbox"/> Arts/Entertainment Law | <input type="checkbox"/> Health Law |
| <input type="checkbox"/> Alternative Dispute Resolution | <input type="checkbox"/> HIV/AIDS Issues |
| <input type="checkbox"/> Animal Rights | <input type="checkbox"/> Housing Law/Policy |
| <input type="checkbox"/> Bankruptcy/Debt Law | <input type="checkbox"/> Human Rights |
| <input type="checkbox"/> Civil Liberties | <input type="checkbox"/> Immigration/Refugee Law |
| <input type="checkbox"/> Children/Youth Issues | <input type="checkbox"/> Information/Privacy Law |
| <input type="checkbox"/> Community Economic Development | <input type="checkbox"/> Intellectual Property Law |
| <input type="checkbox"/> Consumer Protection Law | <input type="checkbox"/> Labour/Employment Law |
| <input type="checkbox"/> Counselling/Crisis Intervention | <input type="checkbox"/> Poverty Law/Policy |
| <input type="checkbox"/> Criminal Law and Policy | <input type="checkbox"/> Public Administration |
| <input type="checkbox"/> Disability Law and Policy | <input type="checkbox"/> Public Legal Education |
| <input type="checkbox"/> Domestic Violence | <input type="checkbox"/> Women and the Law |
| <input type="checkbox"/> Elder Care | <input type="checkbox"/> Other (please specify): |
| <input type="checkbox"/> Environmental Law/Policy | _____ |
| <input type="checkbox"/> Family Law/Policy | |

If applicable, please feel free to indicate your order of preference for the areas selected above:

Other Information/Comments:



PRO BONO STUDENTS CANADA
Student Legal Services of Edmonton
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Edmonton, Alberta T6G 0Z3
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Website: <http://www.slsedmonton.com/pbsc/>



Welcome to Pro Bono Students Canada, and thank you for volunteering to mentor our student volunteers! The existence of our program is dependent on the generous donation of time and expertise of the lawyers who mentor the students. Each project requires the supervision of a practicing lawyer, so without your help we simply could not exist.

This document is a short introduction to Pro Bono Students Canada (PBSC) as well as a guide to the upcoming year. If you have any questions about the program or the project, please contact the PBSC coordinators at pbsc@ualberta.ca or (780) 492- 8287.

1. Pro Bono Students Canada (PBSC)

Pro Bono Students Canada is a public interest organization which has grown to become a national network of law schools, law students, organizations and lawyers, all working together to provide free legal information to underrepresented communities in Canada. The goal of PBSC is to provide non-profit organizations with highly skilled volunteers, to increase access to justice, and to improve community resources. It also strives to instill a core value for *pro bono* work in students which will be carried into the profession, as well as providing hands-on legal experience and enabling students to learn more about alternative career choices.

Becoming a PBSC mentor allows practicing lawyers to contribute their legal skills for the benefit of a wide range of community associations, non-profit organizations, and other public interest groups in the Edmonton community. For a relatively small time commitment (typically up to 5 hours per year), supervision of a PBSC project can make a significant impact in the lives of underrepresented and disadvantaged persons. Further, volunteering provides an opportunity to demonstrate to students, other lawyers and the local community the importance of volunteer work and the need for a strong commitment to a *pro bono* ethic within the legal profession. We also encourage lawyers to come to us with *pro bono* cases they might be working on, as we can provide research and analysis assistance.

2. 2009-2010 Program Outline – Role of the Lawyer

The 2009-2010 program will launch in early September, when students are recruited, trained, and matched with projects. Then, in October, students are responsible for contacting the organization and supervising lawyer to arrange meetings with both. The 2009-2010 schedule is included in section 6.

a. Beginning of the Project

The role of the lawyer-mentor at the beginning of the project is to give the students guidance as to what the legal issues are and where they should focus their research, as well as what topics are within their capacity as student researchers. Pro Bono projects are legal research and information projects only and may not move into legal advice.

b. Throughout the Project

Three progress reports will be sent by the student volunteers to both the organization and the supervising lawyer during the course of the students' research. These reports are designed to ensure that the students are on track, in terms of the law as well as in terms of the organization's needs. They are to be completed by the students in October, November, and January (dates TBD depending on the course schedule).

c. End of the Project

Nearing the end of the project, in mid- February, students will be sending a draft copy of the project to you for your approval. It is normal for projects to pass between the students and lawyer-mentor a few times before approval is given. The final deadline for the project is March of 2010.

If something comes up to delay the progress of the project during the editing and approvals process, please contact the coordinators as soon as possible and we will help to address the situation. Projects that are not completed by the first week in April run a significant risk of being left incomplete, as students are subsequently completing exams and then off to summer jobs or articling.

We are very sensitive to the fact that situations can arise unexpectedly to render a lawyer extremely busy for an extended period of time. If this happens to you, please let us know and we will find another lawyer to complete the work or discuss with the students and organization the possibility of delaying the project.

If you have any problems contacting the students, or have any other concerns regarding their work or conduct, please contact the coordinator as soon as possible, and we will meet with the student or students involved.

3. Role of the Students

Students are expected to spend roughly 25 hours on their PBSC project. Projects that require more time will be assigned more students, but the norm is for groups to consist of two first year students with one upper-year student acting as team leader.

Students are matched to a project based on their interests and background. Each student signs an agreement saying they will complete the project and work with the organization and lawyer effectively. Each student is trained in time management, research skills, and professionalism including ethics and sensitivity. Each group is supervised by a group leader, the supervising lawyer, and the PBSC coordinator.

The group will be responsible for periodic progress updates to be sent to the organization, supervising lawyer, and PBSC coordinators.

4. PBSC Coordinators

The PBSC Alberta program is run by one coordinator who is an upper year law student at the University of Alberta. The PBSC coordinator for the 2009 academic year is Jesse Moe and the incoming coordinator will be elected and commence the position in January of 2010. The coordinator oversees all of the projects, including recruiting organizations and students, training students, and tracking the progress of the projects.

If you have any concerns or problems, please do not hesitate to contact Jesse Moe at:

Office: Emily Murphy House – University of Alberta

Email: pbsc@ualberta.ca

Phone: (780) 492-8287

Fax: (780) 492-7574

Address:

Pro Bono Students Canada
Emily Murphy House - University of Alberta
11011- 88 Avenue
Edmonton, Alberta T6G 1C4

Website: <http://www.slsedmonton.com/pbsc/>

5. Timeline

September 2009

September 24 - Pro Bono Launch Event: Chief Justice Wachowich, mandatory training session and Volunteer Placement

October 2009

October - Mandatory training seminar for student volunteers and Progress Report to supervising lawyer, organization and coordinator

November 2009

Progress Report to supervising lawyer, organization and coordinator as well as project overview with the PBSC Coordinator

December 2009

Students are in exams and on winter break

January 2010

Progress Report to supervising lawyer, organization and coordinator as well as an in person meeting with outgoing and incoming Pro Bono Coordinator

February 2010

Deadline for project draft to be sent to the supervising lawyers

March 2010

Deadline for completed, approved projects to be sent to the coordinator and Pro Bono Appreciation Event