



Are you looking to be part of an organization with a vision of a healthy and inclusive community where individuals and families can thrive? Burnaby Family Life has been changing lives for over 50 years and we want you to join our team!

We are looking for a **Poverty Law Advocate** to join our team of Law Advocates. The Poverty Law Advocate will provide free legal information, advocacy, and representation to low-income people in the community.

BFL is proud to offer an extensive benefits package...

- 100% Employer Paid Comprehensive Extended Health and Dental Coverage
- Paid Professional Development Opportunities
- Employee Assistance Plan
- Minimum three weeks vacation for full time employees
- Generous Sick Time
- Group Life Insurance
- Travel Insurance
- Group RRSP Plan with Employer Contributions

**What this role will do:**

**Key Deliverables- Poverty Law Advocate:**

- Interview clients to help identify legal issues, prioritize their legal needs, and help them choose realistic and fair legal solutions by providing legal information, advocacy, and appropriate referrals to other specialized advocacy programs, lawyers and other resources;
- Provide clients with options and assist them with decision-making
- Maintaining contact with lawyers, Law Foundation of BC, and Legal Services Society
- Successfully complete Poverty Law Advocate training courses provided by the Law Foundation
- Attend their annual Provincial Training Conference and attend regular poverty law workshops
- Identifying gaps in services and systemic issues and collaborating with others to identify solutions where appropriate.
- Developing legal resources and hand-outs.
- Organizing pro bono legal clinics.
- Researching current policies and procedures, laws, new bills and case law, etc.

**Education, Training, Experience:**

- Post-secondary education or equivalent education and training in Paralegal services and Poverty Law.
- 2 years hands-on experience in direct program delivery in the Poverty Law advocacy sector.
- Excellent experience in Office Suite and skills in learning new databases.
- Knowledge of Legal Services policies and procedures
- Excellent knowledge and understanding of provincial and supreme court family law forms, statutes and concepts.
- Knowledge of community resources and other social service agencies.

**Additional Requirements:**

- Valid Drivers License and access to vehicle
- Clean Criminal Record Check

**Job Title:** Poverty Law Advocate – Contract position

**Hours:** 35 hours weekly

**Term:** Contract end date March 31, 2027

**Rate:** starting at \$33.83

**Please forward your resume to:** [mseneviratne@burnabyfamilylife.org](mailto:mseneviratne@burnabyfamilylife.org) with subject line Family Law Advocate/Coordinator

**Closing date:** until filled

**Only shortlisted candidates will be contacted.**