

### **ARTICLING STUDENT (10 month Contract)**

The Ontario English Catholic Teachers' Association (OECTA), representing 45,000 teachers in Ontario's publicly funded Catholic schools, invites applications for an individual to serve as an Articling Student starting August 2026.

We are seeking a student who has a demonstrated interest in labour law and a strong commitment to social justice. In addition to high academic achievement, the candidate must have strong writing, advocacy, and analytical skills.

Working under the direction of Legal Counsel and reporting to the General Secretary, the articling work involves support in the areas of:

1. Grievance Arbitration, including grievances addressing human rights issues (discrimination, sick leave, accommodation, return to work issues), discipline grievances and other issues;
2. *Workplace Safety and Insurance Act* appeals to the Workplace Safety and Insurance Board and the Workplace Safety and Insurance Tribunal;
3. Professional Disciplinary Proceedings before the College of Teachers of Ontario;
4. Long Term Disability;
5. Human Rights; and
6. Collective Bargaining.

The articling student will be fully integrated into the legal department which consists of one senior in-house Legal Counsel, four in-house Legal Counsel, a Paralegal and a Legal Assistant. They will also work closely with Staff Officers in various departments.

Students are actively involved in representing our members and will be responsible for drafting legal submissions, pleadings, applications and responses, interviewing grievors and witnesses, preparing opening statements, examinations in chief and cross-examinations, and conducting legal research. They will have the opportunity to attend hearings and mediations regularly with the team's lawyers. The student will also have the opportunity to participate in the life of the union, attending and at times presenting at meetings and training/workshops.

#### **Minimum Qualifications**

- Academic achievement and a demonstrated interest in union-side labour law.
- Strong oral and written communication skills.
- Ability to communicate in a sensitive and professional manner with members, Unit Presidents, and staff.
- Ability to meet tight deadlines and to work under pressure while effectively managing multiple projects/tasks of varying complexities.
- Understanding of and commitment to confidentiality.

The following areas would be an asset:

- Knowledge of education-related issues in Ontario.
- Understanding and commitment to publicly-funded Catholic education.
- Bilingualism (English & French).

The successful applicant must be a self-motivated leader able to work cooperatively and collaboratively with others in a unionized setting.

### APPLICATION PROCESS

*OECTA will be adhering to the Law Society of Ontario's procedures for articling recruitment.*

**Applications are due on June 27, 2025, by 5:00 pm.**

Interviews will be conducted the week of August 11, 2025. Offers will be made on **August 13, 2025 at 5:00 pm.**

For questions about this opportunity, please contact Nicole Butt, Senior In-House Legal Counsel at (437) 727-9120.

Qualified candidates are required to submit a cover letter, resume, undergraduate and law school transcripts, a list of anticipated third year courses, a writing sample and three reference letters by 5:00 p.m., June 27, 2025 to:

David Church, General Secretary  
Email: [careers@catholicteachers.ca](mailto:careers@catholicteachers.ca)

*We appreciate the interest of all applicants, however, only those selected for an interview will be contacted.*

The Ontario English Catholic Teachers' Association is committed to employment equity and is actively seeking to ensure a representative workforce. Applicants with lived experience as an Indigenous person or a member of an equity-deserving group are encouraged to self-identify in their covering letter.

1. Do you self-identify as First Nations, Métis, and/or Inuit?
2. Do you self-identify as a member of a Black community or racialized community?
3. Do you self-identify as a person living with a disability?
4. Do you self-identify as a woman, man or as gender diverse?
5. Do you self-identify as 2SLGBTQIA+ (Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual)?

In accordance with the *Accessibility for Ontarians with Disabilities Act* and all other applicable legislation, The Ontario English Catholic Teachers' Association is pleased to accommodate individual needs for applicants with disabilities within the recruitment process. Please let us know if you require an accommodation to ensure your equal participation in the recruitment and selection process.