

CALL FOR APPLICATIONS:

Project Leader: Competitive Mock Trial Program



The Ontario Justice Education Network (OJEN) invites applications for a full-time Project Leader who will coordinate the province-wide competitive mock trial program OJEN runs in partnership with the Ontario Bar Association (OBA).

Type: full-time, permanent employment

Location: Toronto, with some travel throughout Ontario, especially during April and May of each year.

Compensation: starting salary range \$45,000 - \$55,000 (depending on experience)
plus medical & dental benefits

Qualifications Requirements: training or experience in law or education; work or volunteer experience in the not-for-profit sector is preferred. Previous experience with mock trial competitions is ideal. Recent graduates from faculties of law, education, political science, etc., are encouraged to apply.

A valid driver's license is required for this position.

Application Deadline: Thursday, September 19, 2019.

About OJEN

OJEN is a charitable not-for-profit, non-governmental organization with a province-wide mandate. We develop innovative educational tools that introduce young people to the justice system, help them understand the law, and build their legal capability. We work to help prepare young people to manage the legal aspects of problems that arise in their own lives. Our programs are delivered across Ontario by a staff of 13 and a pool of approximately 1300 justice sector volunteers, including judges, lawyers, police officers, and law students. Thousands of high school students and their teachers participate in OJEN programs each year. We also partner with community organizations, after-school groups, and summer programs to bring our workshops to hundreds of youth in under-served communities. For more information about OJEN, please visit our website: www.ojen.ca.

About the OBA-OJEN Competitive Mock Trial Program

In 2014, the Ontario Bar Association (OBA) and OJEN partnered to expand the provincial mock trial program which the OBA had first developed and operated since the early 1980s. Since its founding in 2002, OJEN has supported the growth of local mock trial programs with administrative and development support, as well as with financial support through the OJEN/LFO (Law Foundation of Ontario) Mock Trial Fund.

The primary aims and activities of the OBA/OJEN Competitive Mock Trials (OOCMT) are to:

1. Support new and existing mock trial tournaments with resources, advice and organizational assistance;
2. Produce the annual tournament case and revise the provincial tournament guide and rules as needed;
3. Produce resources to help students and teachers to prepare for tournaments;
4. Coordinate upper-tier championships across the province;
5. Expand mock trial programs to under-served areas of the province.

The OOCMT isn't one single mock trial tournament, but a network of 17 tournaments (16 English tournaments and one French tournament) across the province that follow the same basic format and use the OOCMT rules and the official case which is released each year. Tournaments usually take place within a local courthouse.

Schools that wish to enter a team in the OOCMT register on OJEN's website for the tournament in their local area. The 2018-19 school year saw 168 secondary schools and over 1600 students in the province participate in OOCMT-related tournaments. To learn more about the OOCMT, please visit the program page on our website: <http://ojen.ca/en/oocmt>.

Job Description

The OOCMT Project Leader will:

- Coordinate the annual OOCMT program. This includes (but is not limited to):
 - Work with lawyer volunteers from the OBA to draft the mock trial scenario each year, seeking review and input from high school teachers;
 - Work with OJEN staff to create program support and resource materials, as needed (e.g. tournament guides, legal memos, mock trial how-to resources, etc.);
 - Establish new and support existing OOCMT organizing committees (comprised of lawyers, teachers, judges and court staff) across the province who work together to plan and run the various mock trial tournaments on an annual basis;
 - Work with OBA staff to ensure OBA membership participation as volunteer lawyer coaches and tournament judges;
 - Manage the online registration of OOCMT teams and share this information with OOCMT organizing committees;
 - Communicate/correspond regularly with high school teachers, lawyers, judges and court staff across the province
 - Keep participation records and report on the outcomes of the OOCMT;
 - Attend some OOCMT organizing committee meetings (some in-person, most over the phone);
 - Travel to attend some of the OOCMT mock trial competitions.

- Participate in OJEN organizational activities. This includes (but is not limited to):
 - Relationship-building with organizations and individuals involved in justice education activity;
 - Work with other OJEN staff members to share information and develop collaborative approaches to meeting organizational goals;
 - Participate in the development of OJEN youth-focused public legal education programs and resources;
 - Work with staff in OJEN's Educator Support department to develop and deliver professional development opportunities for Ontario high school teachers (some in-person training and some via video and webinar);
 - Support local OJEN committees, as needed.
 - Comply with OJEN Board policies and with procedures;
 - Contribute to organizational projects and challenges as requested.
 - Participate in OJEN's communications strategy.

Qualifications

OJEN's staff complement is comprised of lawyers, educators and individuals with a background in community-building or the not-for-profit sector. All candidates are expected to have some combination of the following qualifications/skills:

- Excellent project management and time management skills;
- Excellent written and oral communication skills;
- Strong critical thinking and problem-solving skills;
- High degree of professionalism in both demeanour and communications;
- Training or experience in law (particularly knowledge of mock trial competitions/mooting);
- Familiarity with Ontario's legal system and different areas of law;

- Training or experience in education (especially knowledge of the Ontario high school curriculum);
- Experience in program design;
- Experience with project evaluation and reporting;
- Experience in the not-for-profit sector;
- Collaborative approach to working (both within the organization, and externally with community organizations, the education and justice sectors);
- Strong administrative ability and editing skills
- Ability to work in both official languages is an asset, but not required.
- High standard of commitment, ethics, respect, care in service delivery to partners and volunteers
- Some travel throughout Ontario is required for this position – a valid driver’s license is required, although access to a personal car is not.

How to Apply

Please send a **cover letter and CV/resume** to info@ojen.ca, addressed to the attention of Jess Reekie, with the subject line “**Mock Trial Project Leader: Application from [your name]**”. Please note, we will only consider applications from individuals who provide **both** a cover letter and CV/resume.

Applications are due by 11:59 pm on **Thursday, September 19, 2019**.

A small number of candidates will be selected for **interviews**, which will take place between Monday, September 23rd and Thursday, September 26th. (Only candidates selected for an interview will be contacted.)

Anticipated start-date is October 21, 2019.

