

ORGANISATION/FIRM:	Mississauga Community Legal Services
LOCATION:	504-130 Dundas Street East Mississauga ON L5A 3V8
WEBSITE:	Facebook: http://www.facebook.com/MississaugaCommunityLegalServices Website: http://www.legalclinicsinpeel.ca/ Twitter: https://twitter.com/#!/MissLegalClinic
DESCRIPTION of ORGANISATION:	Mississauga Community Legal Services (MCLS) provides legal services to people with low income in the Mississauga area. The clinic mandate is to provide free legal information, advice and representation to low-income residents in areas of law that are practiced by the clinics (including housing, immigration, and social benefits). The clinic is staffed by lawyers, community legal workers and administrative staff, and directed by a volunteer Board of Directors, whose members come from the community. The clinic is funded by Legal Aid Ontario (LAO).
NUMBER OF PLACEMENTS AVAILABLE:	1
ON-SITE SUPERVISOR NAME:	Ms. Sabrina Karmali, Co-Executive Director
ON-SITE WORKSPACE AVAILABLE:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
ON-SITE COMPUTER AVAILABLE:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, student needs own laptop
HOURS:	M-F 9:30 AM – 5 PM TH 1 – 5 PM Closed daily 12:30-1:00 pm The Clinic prefers students schedule their hours on days other than Friday due to space restrictions; however, there is some flexibility in this. Students will primarily complete work during typical office hours (9:30 – 4:30).
REQUIRED PLACEMENT COMPETENCIES:	Students must be able to appreciate and sensitively respond to the experiences of clients with low income. Students must be able to work with clients experiencing mental health challenges.

PREFERRED COMPETENCES:	None.
REQUIRED COURSES:	None.
PREFERRED COURSES:	Students doing immigration and refugee work will benefit from having taken an immigration and refugee law course. Previous clinic work will also be a benefit.
REQUIRED PRE-PLACEMENT READING	<ul style="list-style-type: none"> - Law Society of Ontario materials clarifying “legal information” v. “legal advice” -
ANTICIPATED AREAS OF LAW:	Ontario Disability Support Program Ontario Works Canada Pension Disability Tenants Rights Subsidized Housing Immigration
DESCRIPTION OF WORK ASSIGNMENTS:	In addition to the list above, students are expected to spend some amount of time at the front desk answering phones and working with clients who walk in for service. All clinic staff works at the front desk on occasion. It is an important way to learn the work of the clinic and better understand client needs.
POLICE CLEARANCE REQUIRED:	<input type="checkbox"/> Yes, type of Police Clearance: <input checked="" type="checkbox"/> No If yes, what type of police clearance is required
TRAVEL REQUIRED:	<input checked="" type="checkbox"/> Yes, type of travel required: Students might travel within the region to attend hearings. <input type="checkbox"/> No If yes, please provide a description
CAR REQUIRED:	<input type="checkbox"/> Yes, description as follows: <input checked="" type="checkbox"/> No, A car is not required, but would be helpful. The clinic is on the following bus routes: Mississauga Buses 1A, 1B and 1C – Stop 0751. If yes, please provide a description
LODGING REQUIRED:	<input type="checkbox"/> Yes, description as follows: <input checked="" type="checkbox"/> No If yes, please provide a description
OTHER REQUIREMENTS:	Students should bring their own laptops. Laptops can be configured with the required clinic software. List any supplies a student is required to have
NOTES REGARDING ACCESSIBILITY:	This worksite is accessible to persons with physical impairments. Please include other notes regarding accessibility in the space that follows:

OTHER NOTES ABOUT THE ORGANISATION (optional):

Please discuss your individual needs with the Externship Program Director.

Students will be interviewed by the Externship Director and Ms. Sabrina Karmali before being accepted for a placement.