

FREQUENTLY ASKED QUESTIONS

HOW DO I APPLY?

Each individual office conducts its own hiring process. Therefore applicants must apply directly to each office they are interested in working.

For the majority of offices the application package must include a resumé, covering letter and undergraduate transcripts and law school transcripts.

The majority of MAG offices will accept photocopies of official transcripts. **Please review the office profiles included in this document to confirm the specific application requirements for each office.**

WHEN DO I APPLY?

The majority of the offices follow the Law Society of Upper Canada (LSUC) Articling Recruitment Procedures. However, there are a handful of MAG offices that hire outside of the LSUC timelines. Traditionally these offices include the Clerkship programs in the Ontario Court of Appeal and the Superior Court of Justice, and the Ministry of Government Services.

These procedures are updated annually and outline deadlines for offices and students to follow. The procedures are posted on the LSUC website. Applicants are advised to review these timelines.

HOW MUCH WILL I BE PAID?

The current salary is \$814.30 per week plus 14 per cent in lieu of benefits, paid vacation and statutory holiday pay. In previous years students also received a \$4500 educational stipend as part of their compensation package. It is anticipated compensation will be reviewed in the coming year.

WHAT EDUCATIONAL OPPORTUNITIES ARE AVAILABLE TO ARTICLING STUDENTS?

The Ministry of the Attorney General has an active student committee composed of lawyers from various legal branches and human resource officials. The committee coordinates articling and summer law student efforts pertaining to the recruitment, training and hireback of students. The committee's goal is to ensure that our students obtain a meaningful work experience. The committee conducts educational conferences and social functions specifically for the benefit of our articling and summer law students.

In addition to the programs conducted by the ministry student committee, some branches organize seminars and workshops for their students on various topics on an in-house basis.

Students are also encouraged to attend educational programs conducted by outside organizations, such as the Ontario Bar Association and the Law Society of Upper Canada. Students also participate in social activities organized by their office.

WHAT IS THE MINISTRY'S HIREBACK POLICY?

Following their articling year, all students are subject to a formal written evaluation. Based on the results of that evaluation and the recommendation of the student's supervisor, the student may be placed in the Ministry of the Attorney General Hireback Pool for a period of 24 months, giving them a competitive advantage over applicants outside the government when applying for entry-level positions.

Many students who article with the Ministry of the Attorney General find employment as lawyers in the year of their Call to the Bar, either at the office in which they articulated or elsewhere in the ministry.

WHO DO I CONTACT IF I NEED MORE INFORMATION?

For more information about the Ministry of the Attorney General, consult the website at www.attorneygeneral.jus.gov.on.ca. Websites of other ministries can be located through the main Government of Ontario site at www.gov.on.ca.

Contacts for each office are listed in this booklet. For additional information you may contact:

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