

HRLSC | Human Rights Legal Support Centre

CAJDP | Centre d'assistance juridique  
en matière de droits de la personne

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## HUMAN RIGHTS ADVISOR – INDIGENOUS DESIGNATION

The **Human Rights Legal Support Centre (HRLSC)** provides free legal assistance to individuals throughout Ontario who have experienced discrimination contrary to Ontario's *Human Rights Code*. The HRLSC is seeking applications for a **Human Rights Advisor – Indigenous Designation** to provide legal information and summary advice over the telephone to individuals who have experienced discrimination and need assistance in filing an application with the Human Rights Tribunal of Ontario (HRTO). This position will participate as a member of the HRLSC's Indigenous Services & Outreach Committee (ISOC).

Qualifications include the ability to interpret and communicate Ontario human rights legislation (*Human Rights Code*) and/or other social justice legislation such as employment standards, landlord/tenant and workers' compensation, the ability to record detailed information and prepare summaries in a high paced environment and will have familiarity with human rights issues affecting Indigenous communities in Ontario. The successful applicant will have excellent knowledge of community resources, the effective ability to communicate clearly and sensitively with diverse communities and will have sound interviewing, listening, explaining and counseling / representation skills. Computer skills including Microsoft Office Word, Outlook and experience using a case management or data base system are required.

### [Full Job Description](#)

This is a full-time, contract position until March 2024 with the possibility of extension, and is located in Toronto. This position reports to the Manager of Intake Services, is part of the OPSEU Bargaining Unit. The salary range for this position is \$47,159 – \$58,949. The successful candidate will be offered an annual salary of \$49,318.23. The usual hours of work are 9:00 a.m. – 5:00 p.m., Monday through Friday.

The HRLSC welcomes candidates to voluntarily self-identify as Indigenous on their application.

### How to apply

#### **Applications must:**

1. Include a resume and a covering letter, submitted as one attachment
2. Be addressed to the attention of Human Resources
3. Be submitted by e-mail to: [jobapplication@hrlsc.on.ca](mailto:jobapplication@hrlsc.on.ca)
4. Have the e-mail subject line: HRA (Indigenous Designation) – 20210809

Accommodation will be provided in accordance with Ontario's *Human Rights Code*.  
Accessible formats of this posting are available upon request.

**Application Deadline: Monday, August 23, 2021 @ 9:00 a.m.**

*We thank you for your interest in this opportunity.  
Only those applicants selected for an interview will be contacted.*