

NOTE:

- 1) *For projects where the lawyer supervisor also serves as the representative from the organization, the lawyer supervisor must complete both the Lawyer Supervisor Agreement form and the Organization Agreement form.*



PRO BONO STUDENTS CANADA – ORGANIZATION AGREEMENT

Pro Bono Students Canada (“PBSC”) is a national pro bono student organization with a mandate to provide legal services without charge to organizations and individuals in need across Canada. In furtherance of its mandate, PBSC matches law student volunteers with community organizations, firms, courts and tribunals under the supervision of qualified lawyers. The law student volunteers are not qualified as lawyers, do not have professional liability insurance and are restricted from providing legal advice or otherwise holding themselves out as lawyers or legal professionals.

For good and valuable consideration, the undersigned acknowledges and agrees as follows:

1. We will ensure that the project given to the student(s) is in accordance with the student’s skill-set and knowledge base;
2. We will ensure that our organization’s expectations are clearly set out and understood by PBSC prior to the commencement of the placement;
3. We agree to send an email to the PBSC chapter (_chapter email address_) confirming that all projects have been completed by the volunteers and, where applicable, all final written deliverables have been submitted to our organization.
4. We will complete all necessary forms given to the organization by PBSC, and return them to PBSC in a timely fashion;
5. We agree that PBSC may advertise the name of our organization and a brief description of the project for the purpose of recruiting student volunteers;
6. We will ensure that there is an insured Lawyer Supervisor available to the student(s) over the entire course of the project;
7. We understand that the role of the insured Lawyer Supervisor is to answer questions of a legal nature, as well as to review the student(s) work product periodically over the course of the project, and at least once upon final completion;
8. We will ensure that if the insured Lawyer Supervisor is not a staff person of this organization there will also be a designated Project Supervisor available to the student(s) over the entire course of the project;
9. We will ensure that the designated Project Supervisor will check on the student(s) progress throughout the placement so that potential issues will be discovered before they turn into problems. If a problem does arise, we will ensure that the Project Supervisor contacts the PBSC Coordinator(s);
10. We will integrate the student(s) into the organization, and provide an appropriate work space, resources and other applicable materials where necessary;
11. We agree not to make material changes to any work product provided to us by PBSC without consulting with the organization first;
12. We will complete an electronic satisfaction survey when it is emailed to us in March, evaluating our experience as an organization partner to PBSC;

DATED as of the ____ day of _____, 201_

Name and Title (please print)
(I have the authority to bind the organization)

Signature