

PBSC UVIC PROJECT GUIDE

2022-2023

**PB
SC**

pro bono
students canada
réseau national
d'étudiant(e)s
pro bono

UNIVERSITY OF
VICTORIA CHAPTER

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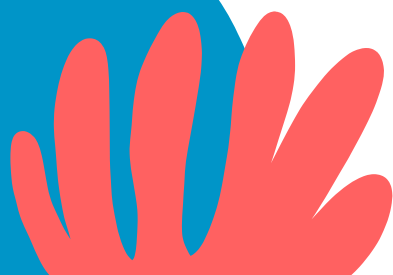
We acknowledge with respect the Lekwungen peoples on whose traditional territory the University of Victoria stands, and the Songhees, Esquimalt and W̱SÁNEĆ peoples whose historical relationships with the land continue to this day.

As members of Pro Bono Students Canada supporting access to justice on this land, we acknowledge the colonial legal system's role in perpetuating the ongoing violence against Indigenous peoples and commit to working in solidarity towards reconciliation and supporting Indigenous self-determination.

Territory Acknowledgement

Table of Contents

| | |
|---------------------------------|----------|
| About PBSC | 1 |
| PBSC UVic | 2 |
| Meet Your Program Coordinators | 3 |
| Meet Your Executive Committee | 4 |
| 2022 - 2023 Schedule | 5 |
| About Our Projects | 6 |
| How to Apply | 6 |
| Student Volunteer FAQs | 7 |
| 2022 - 2023 Project List | 8 |
| Miscellaneous Projects | 9 |
| Criminal Law Projects | 15 |
| Health Law Projects | 18 |
| Family Law Projects | 20 |
| Environmental Law Projects | 22 |
| Human Rights Law | 23 |
| Indigenous Law Projects | 26 |
| Our Funders | 28 |



About PBSC

Who We Are

PBSC is a national pro bono organization with Chapters at 22 law schools across the country. Our mission is to provide free legal support to people and communities facing barriers to justice. Each year, over 1,500 PBSC volunteers provide approximately 120,000 hours of free legal services to organizations, courts and tribunals across the country. PBSC volunteers draft research memoranda, develop and deliver legal education workshops, assist lawyers and duty counsel with client intake, help clients with document preparation, and provide legal information to clients of Partner Organizations. PBSC also has an impact on the profession's pro bono culture: 89% of PBSC Student Volunteers report that they plan to provide pro bono services upon graduation.

Vision

We envision a society with accessible legal systems, where the dignity and rights of every person are upheld.

Mission

We provide free legal support to people and communities facing barriers to justice.

Values



PBSC UVic

PBSC at the University of Victoria Faculty of Law

PBSC UVic was founded in 2004 and has become an integral part of many UVic law students' educational experience. In recent years, between 50–80 law students have volunteered with PBSC-UVic annually. UVic law students volunteer for student projects with Partner Organizations, and all deliverables are reviewed by a Lawyer Supervisor. PBSC-UVic has also become known in the non-profit community on Vancouver Island and beyond. We partner with approximately 15–25 non-profit organizations in our community every year and have developed long-standing relationships with a number of well-established community organizations

September Events and Training

Information Session: September 9th from 12:30 – 1:30 PM in FRA 159

This event will have coffee and snacks! This will be an informal event where you can ask all of your PBSC questions.

Launch Event: September 15th from 12:30 – 1:30 PM

BC Human Rights Commissioner, and UVic Law alumnus **Kasari Govender** will be giving a keynote speech on her experience with access to justice. Lunch will be provided.

General Training: September 29th from 12:30 – 1:30 PM

All PBSC volunteers who are placed on a project are required to attend PBSC General Training on September 29th from 12:30 to 1:30 PM.

Program Coordinators



Kira Lagadin

Summer & School Year Coordinator

Kira Lagadin (she/her) and Brooklynn Malec (she/her) are your PBSC Program Coordinators. We organize volunteer projects with Partner Organizations and Lawyer Supervisors, and recruit and train student volunteers. We are eager to build excitement about access to justice initiatives and public interest law at UVic this year! You can find us in the PBSC office during our regular office hours, or we are always available via email through **pbsc@uvic.ca** if you have any questions.



Brooklynn Malec

School Year Coordinator

Executive Committee



Alexandra (Ali) Chipperfield (she/her) is our **Social Media and Marketing Coordinator**. Feel free to share any meaningful PBSC stories with Ali for feature on PBSC-UVic's social media pages at **alichipperfield@gmail.com**.



Nico Rullmann (he/him) is our **Research Team Lead**. If you are experiencing any challenges during the research process for your PBSC projects, feel free to reach out to Nico at **nicorullmann@uvic.ca**. Our research team also includes Nicole Welsh (she/her) and Vivian Esmailzadeh (she/her). The research team will help you with any questions or concerns that come up throughout the research and writing process.



Knowren Ansari is our **1L Representative**. She is here to foster communication and connection between the PBSC Program and the 1L class. Most of our volunteers are 1L students, and Knowren is the person to contact if you are a 1L student who has questions about PBSC at **knowren@hotmail.co.uk**.



2022-2023 Schedule

September

- General Training and Anti-Oppression Training
- Contact Partner Organization and Lawyer Supervisor
- WestLaw Next Canada training

October

- First meeting with Partner Organization and Lawyer Supervisor
- Develop work plan and begin working on your project

November

- Work plan due November 1st
- Check-in meeting with Program Coordinators

December

- **No PBSC Work this month!**
- Volunteer Appreciation Event

January

- Resume work on project after December break
- Applications open for 2022-2023 PBSC Program Coordinator positions

February

- Check-in meeting with Program Coordinators

March

- Submit draft of your final deliverable to your Lawyer Supervisor
- Fill out online impact survey and submit completed Volunteer Report
- Volunteer Appreciation event and Chief Justice Richard Wagner awards

April

- PBSC projects are complete!

Student Projects



Public Legal Education

These projects involve sharing legal information and resources with clients and communities. They can take the form of plain-language brochures, presentations, web-based resources or infographics.



Client Services

These projects provide legal services directly to clients with the support of a Supervising Lawyer. They often involve helping clients with applications, legal forms and the process for changing or applying for identification.



Research and Writing

These projects involve engaging in legal research to address a specific topic or research question which will support the Partner Organization in their work. Deliverables may include a research memo or literature review.

How to Apply

Complete the online application on our website before **Thursday, Sept 15th, 2022 at 11:59pm** (applications will open on September 1st at 12:00 PM).

When completing the application, be sure to research which Partner Organization you would like to work with and the type of project you would like to engage in.

You are encouraged to apply for all placements you are interested in, regardless of experience. Last year PBSC UVic offered 76 student placements.

Be sure to include **WHY** you would be a good fit for the projects you are interested in. We will do our best to match students with projects they are passionate about.

Student Volunteer FAQs

What do I gain from being involved with PBSC?

Your PBSC volunteer placement may be rewarding on a number of levels. You will gain various skills that apply in the practice of law such as drafting, legal research communication and working with clients. You may gain meaningful connections with community organizations and practicing lawyers. It is also an opportunity to give back through sharing your talent and time with communities facing barriers to justice.

How structured will my project be?

The structure of each project varies. Some projects are scheduled on specific days and times, while others are more self-directed. The structure will be found in your project description form and can be maintained through regular contact with the Partner Organization and Lawyer Supervisor.

Can I fit PBSC into my schedule?

All PBSC projects are designed for **3-5 hours** of student time per week. PBSC projects are put on hold during December, and conclude in March to accommodate the final exam periods. Our PBSC Program Coordinators are also sensitive to important deadlines and busy periods during the year, particularly for the 1L class.

Who is eligible to apply for a PBSC project?

Any student who is enrolled in the University of Victoria Faculty of Law may apply for a PBSC project. This includes students who are on a co-op work term. Students who will be participating in a semester exchange are not eligible to apply as projects are year long.

Will I get class credit for my PBSC project?

You do not receive class credit for PBSC student volunteer projects.

What is the difference between PBSC and Access Pro Bono?

PBSC and Access Pro Bono are two separate entities who share an office in the Fraser Building. PBSC organizes pro bono student placements with Partner Organizations that are supervised by a lawyer. Access Pro Bono is a free lawyer referral service for clients seeking pro bono legal help.

Are projects remote or in-person? Is there a plan if the public health situation changes?

The majority of our 2022-2023 projects can be performed remotely. If a project involves an in-person component, this is indicated in the project description and there will be an alternative plan for remote delivery that depends on student comfort, university guidelines and the public health situation.



2022 – 2023

Project List

LEGEND



Public Legal Education Project



Type of law



Client Services Project



Joint project
with multiple
PBSC chapters



Research and writing project

Miscellaneous Projects

#1: Communications Internship with A2JBC

Organization: Access to Justice BC (A2JBC)

Description: Students from UBC, TRU and UVic will collaborate to plan a virtual event for Access to Justice Week 2022. This event should raise awareness of how the family justice system can prioritize family well-being and life outcomes beyond a legal verdict.

Volunteer: Seeking one student. Social media, event planning and content creation skills considered an asset.



#2: Acts and Consequences Resource for Newcomers

Organization: Central Vancouver Island Multicultural Society (CVIMS)

Description: Student volunteers will create a plain-language resource which provides an overview of Canadian laws and cultural norms for newcomers to Canada. Topics covered will include, but are not limited to, impaired driving, sexual assault, family violence, LGBTQ2+ rights, racism, and sexism. The resource should explain the consequences of breaching laws in the above categories, with reference to case law. The resource should include visual elements to assist readers with english as a second language.

Volunteer: Seeking two to three students. Lived experience or background with newcomer refugee populations considered an asset. Experience with visual design or illustration is an asset.



#3: Internship

Partner Organization: Upper Skeena Counselling & Legal Assistance Society (USCLAS)

Description: Student volunteers will help USCLAS with their community legal work and identify potential policy issues impacting USCLAS and their clients. The goal of this project is to support USCLAS in reducing barriers to justice for clients in northwest British Columbia.

Volunteers: Seeking four students. Enrolment in the JD/JID program considered an asset.



Family Law
Criminal Law
Indigenous Legal Orders



#4: Contracts, Copyright and Emerging Artists Presentation

Partner Organization: Esquimalt Community Arts Hub

Description: Artists at the start of their careers may be unfamiliar with contract and copyright law that may impact their work and business. Students will conduct research on copyright and contract law as it applies to artists, and will create a presentation to provide artists with a better understanding on the topics so they can better advocate for themselves.

Volunteers: Seeking two students. Upper-year students only – contract law is a required prerequisite. Students with a connection to the arts, or who have taken Intellectual Property, are preferred.



Entertainment Law
Contract Law
Intellectual Property



#5: Tenancy Law Fact Sheet for Seniors

Partner Organization: Saanich Volunteer Services Society (SVSS)

Description: Student volunteers will create a factsheet with visual elements specifically tailored towards elderly SVSS clients living in tenancy arrangements. The factsheet will explain what the tenant's rights are in various tenancy arrangements, and what the escalation paths are in each arrangement. This knowledge will help seniors to advocate for themselves and to protect their rights in a rental market that favours landlords.

Volunteer: Seeking two students. Experience in the social services/elder care area considered an asset.



Tenancy law
Contract law
Family law



#6: AC Friends of Court Legal Forms Workshop

Partner Organization: Amici Curiae (AC) Friends of Court

Description: Student volunteers will help British Columbians complete legal forms over the phone.

Volunteer: Seeking three students. Fluency in a language other than English is an asset. Administrative Law and Civil Procedure are also assets. **Mandatory training October 4 evening.**



Joint Project
with TRU and UBC



Civil Litigation
Labour & Employment Law
Family Law
Human Rights Law

#7: Housing Rights Resource for Seniors

Partner Organization: Office of the Seniors Advocate BC

Description: Student volunteers will create a PDF resource for seniors which explains the legislation surrounding various living arrangements common to senior citizens. Living arrangements that will be covered include a senior living in a child's home with and without paying rent, living in a retirement home, and renting a home in an assisted living community. The resource will help seniors to understand their rights in each living arrangement, which will help them to advocate for themselves.



Tenancy law
Contract law
Family law



OFFICE OF THE
SENIORS ADVOCATE
BRITISH COLUMBIA

Volunteer: Seeking two students. Administrative law is an asset.



#8: Procedural Fairness Resource for Workers

Partner Organization: Worker Solidarity Network

Description: Students will empower workers to advocate for themselves while navigating administrative processes in order to assert their most basic rights at work. Students will do this by creating a resource that addresses procedural fairness issues common to workers when they bring forward a complaint to the Employment Standards Tribunal. The resource will also include a step-by-step guide to navigating the complaints process.

Volunteer: Seeking two to four students. Administrative law is a required prerequisite for this project. Labour and employment law will be considered an asset.



Labour & Employment Law

#9: Eviction Notice Resource for Tenants

Partner Organization: Together Against Poverty Society (TAPS)

Description: Clients at TAPS often seek advice upon receiving an eviction notice from a landlord. Students will create two PDF resources – one which covers the law surrounding 10-day eviction notices, and one which covers the law surrounding 2-month eviction notices. The resources should cover a tenant's rights upon receiving an eviction notice, possible recourse for the tenant, and methods to verify a landlord is being honest about the reason for eviction.

Volunteer: Seeking two students.



Poverty Law



#10: Tenancy Law Research Project

Partner Organization: Together Against Poverty Society (TAPS)

Description: Details to follow.

Volunteer: Seeking two students.



Tenancy Law
Real Estate Law



#11: Wills, Estates, and Power of Attorney Presentation

Partner Organization: Central Vancouver Island Multicultural Society (CVIMS)

Description: Students will create a presentation on wills, estates, and power of attorney for newcomers to Canada. The presentation should be in plain language, with visual elements to assist newcomers who are not fluent in english. The presentation should inform newcomers about wills and estates in Canada, and should warn newcomers about fraudulent schemes they may encounter in these areas.

Volunteer: Seeking two students. Lived experience or background working with refugee and newcomer populations is an asset. Experience with wills and estates law is an asset.



Wills and Estates



Criminal Law

#12: Restorative Justice for Youth Bullying and Harassment

Organization: qathet Community Justice

Description: Student volunteers will write a legal research memo for qathet which summarizes the outcomes of cases where restorative justice was used for youth bullying and harassment. The memo should include recommendations for restorative justice for youth based on these cases. Finally, students will create a series of social media posts for qathet to educate the public about restorative justice in these types of cases.

Volunteer: Seeking two students. Background working with and/or studying restorative justice principles is considered an asset.



Alternative Dispute Resolution
Criminal Law

#13: Victim Rights in Restorative Justice

Organization: qathet Community Justice

Description: Students will create a brochure and a one-page infographic to explain the rights of victims in the restorative justice process to the public. Information covered should include a victim's right to request restorative justice, the possible benefits of restorative justice, and an explanation of what the process looks like for a victim. The resource should be visually appealing.

Volunteer: Seeking two students. Background working with and/or studying restorative justice principles is considered an asset.



Alternative Dispute Resolution
Criminal Law

#14: Restorative Justice BC Research Support

Partner Organization: Restorative Justice Association of BC (RJABC)

Description: This project will focus on legal research and resource development for Restorative Justice organizations in British Columbia. Student volunteers have a choice of topics, which include issues of restorative justice and its interplay with race, anti-oppression, sexual harm, and Indigenous issues, among others.

Volunteer: Seeking two to four students. Previous work or experience with restorative justice would be an asset. **Mandatory meetings: October 5 at 4 PM, January 25 at 4 PM, March 24 at 1 PM**



Criminal law
Alternative Dispute Resolution

#15: The Consent Project

Partner Organization: None.

Description: Consent education is lacking or nonexistent in schools across Canada. This project aims to educate high school students about the legal meaning of consent, and how this applies in various situations. Students will conduct research on sexual assault and consent, and will create a presentation to educate high school students in BC. Students will then present the presentation in high school classrooms, or will create an educational video to be shared with students.

Volunteer: Seeking two to four students, with one "lead student" per Chapter. Students must be comfortable with public speaking, have an interest in working with youth, and be sex-positive and gender-inclusive.



Joint Project
with TRU and UBC



Criminal law
Civil Litigation

#16: Sexual Assault Disclosure Obligations for Teachers

Partner Organization: Victoria Sexual Assault Centre (VSAC)

Description: Student volunteers will create a resource to explain what a teacher's obligations are after a student discloses a sexual assault or sexual harm. The resource should address issues surrounding the unauthorized distribution of nude photos as well.

Volunteer: Seeking two to three students. Understanding of gender-based violence and anti-oppressive language considered an asset. Experience with plain-language content creation considered an asset.



Criminal law
Civil Litigation



Victoria Sexual
Assault Centre
healing, education & prevention



Health Law

#17: Medical Assistance in Dying and Multiple Sclerosis

Organization: Multiple Sclerosis (MS) Society of Canada

Description: Student volunteers will conduct research on Medical Assistance in Dying (MAID) and Multiple Sclerosis. Students will then translate this research into a series of articles to inform social workers and the general public on legal issues surrounding MAID and MS.

Volunteer: Seeking two students. Constitutional Law and Health Law are considered assets.



Health Law
Constitutional Law



#18: Seniors Rights and the Healthcare Crisis

Organization: Office of the Seniors Advocate (OSA)

Description: Student volunteers are tasked with conducting legal research to explore the legal impact the primary physician shortage in Victoria is having on senior citizens. Students will research relevant health-related legislation and legislation related to the rights of senior citizens as part of this task. Research will focus on whether physicians have a right to refuse to treat patients, or to refuse to prescribe certain medications. The output of this project is a research memo for internal use by the OSA.

Volunteer: Seeking two students. Administrative Law or Health Law are assets. Experience working with seniors, or working in healthcare are assets.



Health Law
Human Rights Law



OFFICE OF THE
SENIORS ADVOCATE
BRITISH COLUMBIA



#19: Mental Health and Legislative Reform Monitoring

Partner Organization: Health Justice

Description: The student volunteer will monitor emerging legislative initiatives related to mental health, track the progress of bills, and review Hansard debates for content relevant to Health Justice's work. The student's research will help inform Health Justice's policy and law reform initiatives.

Volunteer: Seeking one student. Upper year students only. ALRW, Health Law, Administrative Law, Human Rights Law and Mental Health Law all considered assets. Preference for a student with a social sciences/research background.



Health Law
Administrative Law
Human Rights Law

HEALTH
JUSTICE



Family Law

#20: Family Law Act Training Resource and Presentation

Organization: Victoria Women's Transition House (VWTH)

Description: A student volunteer will conduct research on issues women who have experienced family violence face under the new *Family Law Act*. The student will then interview family lawyers, counsellors at the VWTH, and others to identify the counselling needs of women navigating the family court system, and will put together a presentation to address these gaps.

Volunteer: Seeking one student. Due to the nature of the program and clients served, women, and particularly Indigenous women, are preferred. **Some in-person work required.**



#21: LiveHelp

Organization: Legal Services Society (LSS)

Description: Student volunteers will provide remote online support and legal information to users of LiveHelp, an instant messaging service available through the Family Law in BC website. In addition, students will also provide research support to ensure the information used by LiveHelp is current and up to date.

Volunteer: Seeking five to six students, including one project lead per Chapter. Students who have a background in family law or social justice work are considered an asset.



Joint Project
with TRU and UBC

#22: Family Support Worker Training

Organization: Indigenous Perspectives Society (IPS)

Description: IPS is in the process of preparing a new program for Family Support Workers. Students are tasked with ensuring resources for the new program are accurate and up-to-date with recent legislative changes, particularly with the *Child, Family, and Community Service Act* [RSBC 1996]. Students will also delineate the legal similarities and differences between Family Support Workers and Designated Band Representatives.

Volunteer: Seeking two students. Due to the nature of the program and clients served, Indigenous students are preferred.



Family Law
Indigenous Law



Environmental Law

#23: Climate Change Litigation Website

Organization: Environmental Law Club (ELC)

Description: Student volunteers research climate change litigation and create case summaries for use on the climate change litigation website/database. Their work will involve drafting plain language summaries and defining key legal terminology found in the cases. Students may also assist with the development of the website and can provide input on how the material can best be presented.

Volunteer: Seeking four students. Legal research experience, proficiency in a second language and comfort with web design are all considered assets.



Environmental Law
Constitutional Law
Human Rights Law
Torts



#24: Climate Change and Precarious Employment Presentation

Organization: Worker Solidarity Network

Description: Weather events related to climate change are impacting workers to a larger degree than ever before. Students will research workers rights and jurisprudence, and will create a presentation on workers and employers rights after a major weather event. Students will present this information to precariously employed individuals at the end of the semester.

Volunteer: Seeking two to three students. Prior experience with Employment Standards Complaints is an asset. Labour and employment law is an asset.



Labour and Employment Law
Administrative Law



Human Rights Law

#25: ID Access for Unhoused Individuals

Organization: Community Social Planning Council (CSPC)

Description: The ID Clinic Project supports unhoused individuals in the Victoria-area with the applicable paperwork to access official identification that has been lost and/or stolen. PBSC student volunteers will support the ongoing organization and administration of this project.

Volunteer: Seeking two to three students. Background working with vulnerable communities and/or unhoused populations is considered an asset. **Project is fully in-person, pending health regulations.**



Poverty Law



#26: Suspensions and Expulsions Law Presentation

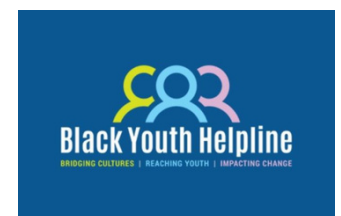
Organization: Black Youth Helpline

Description: Student volunteers will take legal research completed by PBSC volunteers on student suspensions and expulsions over the past two years, and will translate it into a presentation for school district administrators. Students will need to conduct initial research to ensure the presentation is up-to-date.

Volunteer: Seeking two or three students. Administrative law and human rights law are considered assets.



Human Rights Law
Administrative Law



#27: Advocacy Manual for VIHRC Volunteers

Partner Organization: Vancouver Island Human Rights Coalition (VIHRC)

Description: Student volunteers will develop an advocacy manual for VIHRC volunteers that contains an overview of the human rights complaints process, human rights law in BC, and a discussion on trauma-informed care. The manual should be thoughtfully designed.

Volunteer: Two to three students. Human rights law, constitutional law, and labour and employment law are assets but are not required. Experience with visual graphics and design is an asset.



Human Rights Law
Administrative Law



#28: Trans ID Clinic

Partner Organization: Island Sexual Health (ISH)

Description: Student volunteers will support trans and gender non-conforming clients through the legal name and gender change process with regularly scheduled clinics.

Volunteer: Seeking three students. Preference will be given to LGBTQ2S+ students, particularly trans students. Experience with social work or professional interaction with BC Vital Statistics is an asset. A demonstrated commitment to allyship with trans communities is an asset. **Project is fully in-person, pending health regulations.**



Human Rights Law
Administrative Law



#29: Canadian Civil Liberties Association – Research Project

Partner Organization: Canadian Civil Liberties Association (CCLA)

Description: Student volunteers will conduct legal research and prepare legal memoranda on various topics assigned by the CCLA Program Directors. This may include case briefs, reviews of draft or proposed legislation, policy reviews and research memoranda on fundamental freedoms, police powers, national security, privacy, criminal law reform, and equality

Volunteer: Seeking one student. Upper year students only. Students with an interest in human rights law preferred.



Human Rights Law
Administrative Law
Constitutional Law

CANADIAN
CIVIL LIBERTIES
ASSOCIATION



ASSOCIATION
CANADIENNE DES
LIBERTES CIVILES



National Project



#30: LGBTQ2+ Rights Presentation

Partner Organization: Artemis Place

Description: Student volunteers will create and present a presentation on LGBTQ2+ rights, and their evolution throughout history in Canada, to a grade 12 law class at Artemis Place. The presentation should inform students about the rights of the LGBTQ2+ community, and pique students' interest in studying law.

Volunteer: Seeking two students. Students with experience working with vulnerable populations or youth are preferred.



Human Rights Law



COMPASSION, POWER, RESPECT
artemis place
SOCIETY



Indigenous Law

#31: Designated Band Representative Training

Organization: Indigenous Perspectives Society (IPS)

Description: IPS is in the process of developing a training program for Designated Band Representatives. Student volunteers will research legislation, regulations, policies, and directives governing Designated Band Representatives to ensure the legal accuracy of the training program.

Volunteer: Preference for Indigenous law students or JID students.



#32: Indigenous Law Research Unit Internship

Partner Organization: Indigenous Law Research Unit (ILRU)

Description: The PBSC volunteer will work closely with the ILRU at the University of Victoria. The student may be assigned tasks such as conducting research on selected Indigenous legal traditions, preparing presentations, and assisting with community engagement.

Volunteer: Seeking one student. Indigenous students and students in the JID program preferred. Upper-year students preferred. **This project involves some in-person work.**



#33: Indigenous Legal Systems Presentation

Organization: Artemis Place

Description: Student volunteers will create and present a presentation on Indigenous Legal Systems to a grade 12 law class at Artemis Place. The presentation is meant to give the students a broad and high-level overview of Indigenous legal systems and traditions, and how they interact with Canadian Common Law.

Volunteer: Preference for students in the JID program. Background working with youth, working with Indigenous populations, and working with vulnerable populations are considered assets.



Indigenous Law



#34: BC First Nations Justice Council Research Paper

Organization: BC First Nations Justice Council

Description: Students will conduct research on the collection and dissemination of data to and by First Nations as part of a Social Health Program. Students will conduct research on how other jurisdictions are implementing community-based programming, including how data is being distributed in other jurisdictions. The output of this project will be a research memo which clearly articulates the above for internal use by BCFNJC.

Volunteer: 2 students. Transsystemic Criminal Law is an asset. Preference for Indigenous students due to the nature of the project.



Indigenous Law
Criminal Law



BC FIRST NATIONS
JUSTICE COUNCIL



PBSC is a national organization that receives funding from:



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