



UNIVERSITY OF TORONTO
FACULTY OF LAW

Toronto Summer 2019

First Year Recruitment Guide



Updated December 21, 2018

Career Development Office

University of Toronto, Faculty of Law

A. INTRODUCTION

A handful of legal employers in Toronto recruit 1L students in January 2019 for 2019 summer student positions. The Law Society of Upper Canada (LSUC) regulates the recruitment of first year students by employers in Toronto (<http://lsuc.on.ca/licensingprocess.aspx?id=2147500218>). The Guidelines provide for set dates on which employers can schedule interviews (known as Call Day), conduct interviews (known as Interview Week) or make job offers (known as Offer Day). The recruitment dates are aligned with the 1L Calgary Summer Recruitment period such that offers for summer positions in Toronto and Calgary will be made on the same day. There are no on-campus interviews for first year positions. Students are instead invited to participate in interviews conducted during Toronto Interview Week in February.

B. HOW TO APPLY

Employers will accept applications through a variety of methods, including e-mail, mail, fax and an online recruitment portal called viLawPortal (or viDesktop), which students can register for online at <https://recruitcdn.viglobalcloud.com>. Please refer to the detailed instructions on how to use the viLawPortal below at the following link:

https://recruitcdn.viglobalcloud.com/Document/viRecruitPortal_Student_Help_EN.pdf Please refer to the chart below to determine which application methods each employer prefers.

C. DATES AND DEADLINES

| EVENT | DATE/DEADLINE |
|---|--|
| viLawPortal Opens for Applications | Friday, December 21, 2018 at 9:00 a.m. EST |
| Application Deadline | Wednesday, January 23, 2019 at 5:00 p.m. EST |
| Call Day | Friday, February 8, 2019 at 8:00 a.m. EST |
| Interview Week | Tuesday, February 19, 2019 at 8:00 a.m. through Thursday, February 21, 2019 at 3:00 p.m. |
| Cooling Off Period (no employer-student contact permitted) | Between 3:00 p.m. and 5:00 p.m. on Thursday, February 21, 2019 |
| Offer Date | Thursday, February 21, 2019 at 5:00 p.m. EST |

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| CHART LEGEND: | | | | | | | | | | | |
| Employer will not be hiring during the 1L 2019 Toronto Summer recruit | | | | | | | | | | | |
| Employer <i>has not yet indicated</i> hiring intentions for 2019 Summer (Note: Any information populated is from 2018 Summer) | | | | | | | | | | | |

| Employer | Application Deadline (if later than January 23 rd , 2019) | Number of 2019 Positions Available | Estimated Salary Range (per week) | Accepting Applications from 1L and 2L Candidates in a Joint Degree Program Eligible to Article in 2021 | Accepting Applications from LLM and GPLLM Candidates Eligible to Article in 2021 | Updated Employer Profile on www.NALPCanada.com | Employer Contact Information (Cover letters should be addressed and applications submitted accordingly unless otherwise noted) | Required Application Materials (in Addition to Cover Letter, Resume and Law School Transcripts) | Optional Application Materials | Preferred Application Method(s) | Additional Comments |
|-------------------|--|------------------------------------|-----------------------------------|--|--|--|--|--|---|--|---|
| Aird & Berlis LLP | | ~4 | \$1,450 | 1L and 2L combined program students welcome to apply | No | Yes | Ari Blicker Director of Student and Associate Programs Brookfield Place, 181 Bay Street Suite 1800, Box 754 Toronto ON M5J 2T9 T: 416.865.4149 E: ablicker@airdberlis.com | <ul style="list-style-type: none"> Undergraduate Transcripts Graduate Transcripts (if applicable) MBA transcripts (if applicable) | <ul style="list-style-type: none"> Reference Letters | <ul style="list-style-type: none"> viLaw Portal E-mail | <p>Reference letters (especially employment references) are welcome, but not required.</p> <p>Will accept photocopies/scans of official transcripts or unofficial transcripts (e.g. screenshots from ROSI)</p> <p>Applications by viLawPortal's online portal or email are both acceptable, but the portal is strongly preferred.</p> |
| Bennett Jones LLP | | | | | | | | | | | |

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|---|--|------------------------------------|-----------------------------------|--|--|---|--|--|---|--|---|
| Bereskin & Parr LLP | | TBD (last year 1 – 3) | \$1,450 | 1L and 2L combined program students welcome to apply | No | Yes | Margaret Seko Manager, Student & Associate Affairs Bereskin & Parr LLP 40 King St W, 40th Floor Toronto, ON M5H 3Y2 E: mseko@bereskinparr.com | <ul style="list-style-type: none"> Undergraduate Transcripts Graduate Transcripts (if applicable) MBA transcripts (if applicable) List of Upper Year Courses | <ul style="list-style-type: none"> Reference Letters | <ul style="list-style-type: none"> viLaw Portal | Will accept photocopies/scans of official transcripts. Please ensure the transcripts are legible and include the Course Description/Name. Please do not include the grading scale. Reference letters are optional. |
| Blake, Cassels & Graydon LLP | | 5 – 8 | \$1,450 | 1L and 2L combined program students welcome to apply | Yes | Yes. Students can also go to www.blakes.com for more information. | Kari Abrams Director, Associates, Student Programs & Benefits, Employment Counsel 199 Bay Street Commerce Court West, Suite 4000 Toronto, ON M5L 1A9 For student inquiries only: T: 416-863-4194 E: kari.abrams@blakes.com | <ul style="list-style-type: none"> Undergraduate Transcripts Graduate Transcripts (if applicable) MBA transcripts (if applicable) List of Upper Year Courses | <ul style="list-style-type: none"> List of References Reference Letters | <ul style="list-style-type: none"> viLaw Portal | Will accept photocopies/scans of official transcripts. |

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| Borden Ladner Gervais LLP | | TBD | \$1,450 | We will be accepting applications from candidates who are currently enrolled in a JD/MBA, JD/HBA or a BCom/JD, who have completed their first year of law school. | No | Yes, please also see http://www.blg.com/students | Angela Sordi Director, Professional Recruiting Borden Ladner Gervais LLP Bay Adelaide Centre, East Tower, 22 Adelaide St W, Toronto, ON, M5H 4E3 For student inquiries only: T: (416) 367-6530 E: asordi@blg.com | <ul style="list-style-type: none"> Undergraduate Transcripts Graduate Transcripts (if applicable) MBA transcripts (if applicable) List of Upper Year Courses | <ul style="list-style-type: none"> List of References Reference Letters | <ul style="list-style-type: none"> viLaw Portal | <p>Will accept photocopies/scans of unofficial transcripts (i.e. screen shots from ROSI).</p> <p>We will also consider applications from candidates who have completed their CPA designation and are currently in their first year of law school. As well as, first year students with a science or engineering degree and an interest in Intellectual Property Law</p> |

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| Davies | | 3-5 | \$1,600 | Only those graduating in 2021 are eligible to apply | No | Yes | Frances Mahil Director, Associate & Student Programs Davies 155 Wellington Street West Toronto, ON M5V 3J7 For student inquiries only: E: fmahil@dwpv.com | <ul style="list-style-type: none"> • Undergraduate Transcripts • Graduate Transcripts (if applicable) • MBA transcripts (if applicable) | <ul style="list-style-type: none"> • List of Upper Year Courses | <ul style="list-style-type: none"> • viLaw Portal | Will accept photocopies/scans of official transcripts. Do NOT send reference letters or other attachments by email. |
| Deeth Williams Wall LLP | | | | | | Yes | For applications and student inquiries: Hung Nguyen Student Program Deeth Williams Wall LLP 150 York Street, Suite 400 Toronto, Ontario M5H 3S5 Fax: 416-941-9443 E: recruitment@dww.com | <ul style="list-style-type: none"> • Undergraduate Transcripts • Graduate Transcripts (if applicable) • MBA transcripts (if applicable) • List of Upper Year Courses | <ul style="list-style-type: none"> • | <ul style="list-style-type: none"> • viLaw Portal • E-mail • Hand delivery / Mail • Fax | Will accept photocopies/scans of official transcripts. |

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| Dentons Canada LLP | | TBD (last year 2 – 4) | \$1,450 | 1L and 2L combined program students welcome to apply | Yes, please also see http://students.dentons.com/opportunities-around-the-globe/canada/toronto/ | Yes | <p>Applications should be addressed to: Kara Sutherland, Director of Talent 77 King Street West, Suite 400 Toronto, ON M5K 0A1</p> <p>For student inquiries only: T: 416-863-4548 E: matthew.fear@dentons.com</p> | <ul style="list-style-type: none"> Undergraduate Transcripts Graduate Transcripts (if applicable) MBA transcripts (if applicable) List of Upper Year Courses | <ul style="list-style-type: none"> Reference Letters | <ul style="list-style-type: none"> viLaw Portal | Will accept photocopies/scans of official transcripts. |
| Hicks Morley Hamilton Stewart Storie LLP | | | | | | | | | | | |

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| PCK IP (Perry + Currier Inc. & Currier + Kao LLP) | | | | | | | | | | • | |
| Peacebuilders Canada | | 1 | \$ 980 | 1L and 2L combined program students welcome to apply | Yes | No | Application should be addressed to: Laura Sardella, Youth Justice and Advocacy Lawyer, Peacebuilders Canada, 585 Dundas Street East, Suite 300, Toronto ON, M5A2B7 E: info@peacebuilders.ca (for both student inquiries and submission of applications) | <ul style="list-style-type: none"> • Undergraduate Transcripts • Graduate Transcripts (if applicable) • MBA transcripts (if applicable) • Writing Sample • List of References • Reference Letters (1) | <ul style="list-style-type: none"> • List of Upper Year Courses | <ul style="list-style-type: none"> • viLaw Portal • E-mail | Only official transcripts are accepted. |

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| Ridout & Maybee LLP | | 1 | \$1,450 | Yes | Yes | | Joanna Pitkin Ridout & Maybee LLP 250 University Ave, 5th Floor Toronto, ON M5H 3E5 For student inquiries only: E: tor.students@ridoutmaybee.com | <ul style="list-style-type: none"> Undergraduate Transcripts Graduate Transcripts (if applicable) List of Upper Year Courses | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> viLaw Portal | Will accept photocopies/scans of unofficial transcripts (i.e ROSI screenshots) |
| Sherrard Kuzz LLP, Employment & Labour Lawyers | | 5 | \$1,450 | 1L and 2L combined program students welcome to apply | Yes | Yes | Applications should be addressed to: Rhonda Cohen Managing Director Sherrard Kuzz LLP, Employment & Labour Lawyers 250 Yonge Street, Suite 3300 Toronto, ON M5B 2L7 T: 416.603.6243 E: rcohen@sherrardkuzz.com | <ul style="list-style-type: none"> Undergraduate Transcripts Graduate Transcripts (if applicable) MBA transcripts (if applicable) List of Upper Year Courses | <ul style="list-style-type: none"> Reference Letters | <ul style="list-style-type: none"> viLaw Portal E-mail Mail / Courier | Will accept photocopies/scans of unofficial transcripts (i.e ROSI screenshots) |

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| Smart & Biggar | | | | | | | | • | • | • | |
| Thornton Grout Finnigan LLP | | 1-2 | \$1,450 | Yes | Yes | | Daniel Schwartz and Erin Pleet Thornton Grout Finnigan LLP Suite 3200, TD West Tower, 100 Wellington Street West, P.O. Box 329, Toronto-Dominion Centre, Toronto, Ontario M5K 1K7 | <ul style="list-style-type: none"> • Undergraduate transcripts • Graduate Transcripts (if applicable) • Reference letters | • | • viLawPortal | Will accept photocopies/scans of unofficial transcripts (i.e ROSI screenshots) |
| Torys LLP | | 1 | \$1,450 | Yes | No | We are updating our NALP profile at the moment but it will be updated by January 11, 2019 | Applications should be addressed to: Georgia Brown, Head of Legal Recruitment & Student Development Torys LLP 3000 - 79 Wellington St. West, Toronto, ON M5K 1N2 | <ul style="list-style-type: none"> • Undergraduate Transcripts • List of Upper Year Courses | • Reference Letters | • viLawPortal | Candidates are welcome to provide reference letters but it is completely optional. |

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| GOVERNMENT OFFICES | | | | | | | | | | | |
| Ministry of Attorney General - Legal Services Division, Civil Remedies for Illicit Activities | | | | | | | | | | | |

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| GOVERNMENT OFFICES | | | | | | | | | | | |
| Ministry of the Attorney General – Various Branches, Various Offices; ALSSP (Aboriginal Law Summer Student Program) | | 18 | \$594.50 - \$667. | 1L and 2L combined program students welcome to apply | No | No. Please see https://www.attorneygeneral.jus.gov.on.ca/english/about/artcl/program_information.php for more information. | Applications should be submitted to: Crown Law Office - Civil Ministry of the Attorney General 720 Bay Street, 8th Floor Toronto, ON M7A 2S9 E: Cloc-recruit@ontario.ca F: 416-326-4181 For student inquiries only: Richard Ogden E: Richard.Ogden@ontario.ca OR Anastasia Mandziuk E: Anastasia.Mandziuk@ontario.ca Phone: 416-212-2274 | <ul style="list-style-type: none"> Undergraduate Transcripts Graduate Transcripts (if applicable) MBA transcripts (if applicable) List of References | | <ul style="list-style-type: none"> E-mail Fax Mail / Courier | <p>If you have a preference in terms of office placement, please indicate it in your cover letter. Otherwise you will be considered for a placement in any of the offices mentioned in the job posting.</p> <p>Will accept photocopies/scans of official transcripts.</p> <p>In-person applications will not be accepted.</p> <p>Note: MAG-ALSSP has confirmed that they will be hiring in 2019. The detailed job posting will be available by December 31, 2018. The information listed in this chart is from last year.</p> |

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| GOVERNMENT OFFICES | | | | | | | | | | | |
| Ministry of the Attorney General – Office of the Chief Justice - Superior Court of Justice | | 2 | | 1L | No | No. Please see http://www.ontariocourts.ca/scj/judges/about/#Chief_Justice for more information. | Please submit the following by email to SCJ.summer@ontario.ca : (1) a cover letter (2) a current curriculum vitae Please submit the following by mail to the mailing address below: (3) official transcripts of law school and undergraduate grades Mailing address: Connie Budaci, Counsel Office of the Chief Justice – Superior Court of Justice 361 University Ave., Room 621 Toronto, Ontario M5G 1T3 | <ul style="list-style-type: none"> Undergraduate Transcripts Graduate Transcripts (if applicable) | | <ul style="list-style-type: none"> E-mail Mail | <p>Note: The Superior Court of Justice has confirmed that they will be hiring in 2019. The detailed job posting on the MAG website is still pending.</p> <p>For program details please go to: http://www.ontariocourts.ca/scj/clerkship/summer/</p> <p>For student inquiries: Connie Budaci scj.summer@ontario.ca</p> |

