

Formerly Abbotsford Community Services

JOB POSTING #2026-190-02

INTERNAL/EXTERNAL

Family Legal Advocacy

Family Legal Advocate

Wage: \$30.00 per hour

Full Time: 35 hours per week, Monday to Friday, 8:30 AM to 4:00 PM

Main Work for the Program

Join the team at Archway

Come Help Us Help People

Location: Archway Laurel Street. Abbotsford

On Site

Job Summary:

The Family Legal Advocate provides direct front-line support to clients experiencing family law issues in order to increase access to justice. The advocate also provides information, education, and advocacy to support increased understanding/realization of legal rights, legal empowerment and increased awareness of collaborative options. Legal areas covered include, but are not limited to: legal aid, mediation, guardianship and parenting time, child support, spousal support, divorce, separation agreements, family court, property division, debts, and child protection.

Your Role:

Archway's Family Legal Advocate with the Family Legal Advocacy program contributes by:

- Interviewing clients to help identify legal issues, prioritizing their legal needs, and helping them choose realistic and fair legal solutions by providing legal information, advocacy and referrals to legal and non-legal resources.
- Providing direct front line support, legal resources, information and appropriate referrals on family law issues by telephone, website, email and appointment.
- Attending court on list days, assisting unrepresented litigants by providing information about the court process, connecting them with duty counsel, identifying clients who require additional assistance from the advocate or others, and assisting in dealing with conflicts when possible.
- Providing safety planning, risk-assessment and crisis intervention in cases of violence, the advocate will, where needed, refer clients to appropriate resources (transition houses, trauma counselling, victim services, police, etc.).
- Providing coaching and interpreting substantial and procedural law, where appropriate and subject to legal supervision.
- Researches current policies and procedures, laws, new bills, and case law to keep up to date on emerging issues and trends.

This position is a great fit for someone who has strong knowledge of community resources in the Fraser Valley and a passion for supporting individuals who are underserved and underrepresented in family legal matters.

Our Offer

- Wage: \$30.00 per hour
- A full-time position at 35 hours per week, availability Mondays to Fridays, from 8:30 AM to 4:00 PM.
- Benefits include:
 - Three weeks pro-rated vacation in your first year; four weeks in your second year.
 - Three pro-rated wellness days per year.
 - Pro-rated sick leave days per year.
 - Opportunity to exchange a statutory holiday for a cultural day celebration.
 - A great benefits plan including extended health and dental; you choose your plan.
 - A pension plan; Archway meets your contribution.
 - Employee and Family Assistance Program.
 - Access to online wellness resources including newsletters, physical health videos, and wellness events.
 - Free use of Archway's wellness equipment.
 - Great in-house training opportunities.
 - Rewarding work in a positive and supportive environment.
 - Work/Life balance.

Getting an Interview – you will be considered if you have:

- Post-secondary education with preference to those with a diploma or degree in Paralegal services, Criminology, Psychology, Social Work, Family Law or a related social service field.
- Experience with advocacy and negotiation.
- Training or experience in representing parties in a mediation/alternate dispute process.
- Experience giving presentations and facilitating meetings and conversations.
- Experience in writing reports, submissions, and proposals.

The Job Requires you to have:

- Solid understanding of Family Law in BC.
- Well-developed verbal, written, and active listening communication skills; able to communicate clearly and respectfully with people from diverse backgrounds, cultures, and varying levels of English.
- Comprehensive knowledge of existing community resources and understanding of the barriers individuals face in accessing justice.
- A strong ability, commitment, and compassion for working effectively and cooperatively with diverse and possibly disadvantaged or vulnerable populations.
- Effective crisis de-escalation and dispute resolution skills along with strong interpersonal skills.
- Ability to take direction, work with minimal supervision, and work alongside and supportively with others.
- Skilled at communicating and presenting information to a variety of audiences in a clear, concise, and effective way for the purposes of report writing, facilitating meetings and networking.
- Able to effectively interact in a diplomatic, collaborative, professional and results-oriented manner.
- Skilled in being able to efficiently prioritize workload to respond to changing conditions, deadlines, and priorities.
- Able to navigate challenging conversations and sensitive topics.
- Able to maintain discretion and work with a high level of privacy and confidentiality.
- Skilled in being able to assess, prioritize, implement, evaluate, and problem-solve.

- Must exhibit personal maturity, sound judgment, self-motivation, empathy, and strong interpersonal skills.
- Valid class 5 BC driver's license.
- The use of a personal vehicle may be required for program-related driving; must be able to be insured according to Archway transportation policy.
- A satisfactory Criminal Records Check is a condition of employment.

Working Conditions:

- This position will interact with difficult people or people in difficult situations.
- This position requires the ability to work independently and as part of a team.
- This position has a high level of social interaction and engagement, requiring adherence to health and safety protocols.

Closing date is May 17, 2026.

TO APPLY

Interested applicants are to reference **Posting #2026-190-02 in the subject line.**

Please submit your cover letter and resume online only:

Email: jobpostings@archway.ca

Subject: Job Posting #2026-190-02

No phone calls please. Only short-listed applicants will be contacted.

Must be legally entitled to work in Canada.

Archway's goal is to be a diverse workforce that is representative, at all job levels, of the people we serve. Equity and diversity are essential to excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including Indigenous identity, race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age.

We acknowledge that we gather on the traditional and unceded territory of the Stó:lō people. Stó:lō territory extends from the mouth of the Fraser River to Boston Bar. Locally, this includes the Matsqui First Nation and Sumas First Nation. We give them thanks for sharing their land and resources with us.

We invest in the mental health and wellbeing of our employees.

We're proud to share that Archway was recently recognized for having a 5-Star Safety Culture!

Every year, Canadian Occupational Safety (COS) recognizes organizations across Canada that exemplify excellence in fostering robust workplace safety cultures. Winners demonstrate a commitment to proactive risk management, comprehensive training, and employee engagement.

This award reflects our ongoing commitment to creating a workplace environment where employees feel safe, seen, and supported.

If you're interested in working for an organization where safety is a priority, come work with us at Archway.