



Legal Intern/Paralegal

**Fixed Term Contract (Six Months)
with potential to be extended subject to funding**

Full Time (37 hours per week)

Salary: £17,941.37 FTE

Suffolk Law Centre is one of the UK's newest Law Centres and is seeking a **Legal Intern/Paralegal** to join our office in Ipswich and support our Director of Legal Services and staff at the Law Centre in the administration and running of our Legal Advice Clinics, the Family Support Clinics, Immigration, Housing and Tackling Discrimination in the East projects.

We provide free legal advice, and in some cases advocacy and representation, in a range of legal subjects for people primarily in Suffolk who cannot access legal help elsewhere.

We wish to recruit a Legal Intern/Paralegal to assist with admin and casework. This post would ideally suit a Law Graduate, interested in Social Welfare law subjects, as a first job after graduating before commencing a Legal Practice Course or Bar Professional Training Course, or prior to a Training Contract or Pupillage.

As part of SLC's 'Grow Your Own' strategy and to help address Suffolk's legal advice gaps, we are keen to provide the training and casework experience to enable trainee staff to progress within our organisation and commit to our overall objective of Access to Justice.

Whilst the post is open to all, we are particularly keen to attract candidates who are from backgrounds currently underrepresented in the law and who have experienced some of the issues many of our clients face.

For an informal discussion, please ask to speak to Audrey Ludwig, our Director of Legal Services.

Suffolk Law Centre is a part of the Ipswich and Suffolk Council for Racial Equality (ISCRE) Group of Charities and works very closely with the other parts of ISCRE.

Contact: For an application pack, please email office@suffolklawcentre.org.uk or telephone 01473 408111

Deadline for applications: Monday 31st August 2020 at 9am

Interviews: Thursday 3rd September 2020

Start Date: As soon as possible, after that date

We are an Equal Opportunities employer