



## Overview

As we move through a period of exciting transformation and organizational change, Professional Engineers Ontario (PEO) has an immediate opening for a **Summer Intern, Tribunals**.

Under the authority of the *Professional Engineers Act*, PEO licenses and governs over 91,500 licence and certificate holders and regulates the practice of professional engineering in Ontario. PEO's mission is to regulate and advance the practice of engineering to protect the public interest. With a talented, multidisciplinary staff of over 100, PEO's vision is to be a trusted leader in professional self-regulation.

## Position Summary

A first- or second-year law student with an interest in administrative law will assist with general legal and administrative work for Tribunal staff. Tribunals at PEO consist of the Discipline Committee, the Registration Committee, the Complaints Review Councillor and the Fees Mediation Committee.

## Responsibilities

- Researching topics as requested.
- Drafting documents.
- Summarizing case law and creating summaries of discipline decisions.
- Assisting with other work as requested.

## Specialized Skills and Knowledge

### Knowledge of:

- PEO's governing legislation
- *Statutory Powers Procedure Act*

### Skills include:

- Comfortable working in a hybrid environment
- Function independently
- Professional manner
- Excellent Communicator

### Qualifications:

- Have completed the first or second year of law school and intend to complete their law degree.

### What's in it for you?

- Working Monday to Thursday, with Fridays off for the summer.
- Work alongside great people with great mentorship opportunities.
- Hands-on work with real impact.
- Hybrid work environment to connect with our teams.



We have fully embraced hybrid working, and for us this means coming to the office twice a week. However, if you wish to work in the office more often, you are welcome to.

**If you are interested in this role, please forward your resume to [peocareers@peo.on.ca](mailto:peocareers@peo.on.ca) by March 26, 2024**

At PEO we recognize that our people are our best asset which includes diverse backgrounds and perspectives that we share. We know life isn't linear so there may be gaps or 'nontraditional' employment and we welcome applications from everyone. Accommodations are available upon request for candidates in all phases of the selection process.