Thank you for your interest in volunteering as a caseworker at AIW.

AIW is a client-intensive program where you will be assigned between two to three of your own cases as a first-year student.

**We do not recommend that you volunteer for this clinic at the same time as volunteering for another intensive program (ex. PBSC, DLS, etc.).**

If you would like more information about AIW, please visit www.iavgo.org/aiw.

**This application form is due on** **September 15** at **5 p.m. sharp.** Please submit your application by email to AIW.clinic@gmail.com. Please remember to indicate your preferred shift times.

**We will send out offers at 9am on Tuesday September 19th. We will require responses by 5pm on Tuesday September 19th.**

We will be having a **pub night on Tuesday September 12 at the Fox and the Fiddle (280 Bloor St. W.), from 6 p.m**. **– 8 p.m.**, where you will be able to discuss AIW with past and current caseworkers. The Fox has accessible washrooms.

**AIW Application Timeline**

Tuesday September 12th – Clubs Fair – 12:30 pm – 2:00 pm

Tuesday September 12th – Pub Night – 6:00 pm – 8:00 pm – The Fox and the Fiddle (280 Bloor St W – accessible and near campus)

Friday September 15th – Applications Due – 5:00 pm – [AIW.clinic@gmail.com](mailto:AIW.clinic@gmail.com)

Tuesday September 19th – Offers Made – 9:00 am – via email

Tuesday September 19th – Responses Due – 5:00 pm – via email

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| **Information About Volunteering:**  Working at AIW requires a **minimum** **commitment of three hours per week** (one shift) for the entire academic year. Some weeks may require slightly more time. As a caseworker, you will be responsible for between 2 – 3 files from the time you join the clinic, with supervision, guidance, and support from two staff lawyers and a number of returning upper year students.    At AIW, you will learn to interact with clients, and you will develop your oral and written advocacy skills. You will have the opportunity to represent your clients at the WSIB, WSIAT, and ARO level of appeals (and to learn what these acronyms mean!). From day one, you will be required to communicate in a timely manner with WSIB case managers and staff, medical professionals, and your clients themselves. You will be well-supported, but you will also have a lot of autonomy, responsibility, and growth opportunities relative to other 1L experiences.  By completing this application, you understand and accept your responsibility to your future clients.  **Personal Information** | | | |
| **Name** | |  | |
| **Phone Number** | |  | |
| **Email Address** | |  | |
| **Undergraduate Major** | |  | |
| **Undergraduate School** | |  | |
| **Graduate Major** | |  | |
| **Graduate School** | |  | |
| **Fluent Languages** |  |  |  |

**Commitment:**

Please bold your answers.

Are you able to commit to a three hour per week shift? YES/ NO

Would you be interested in returning to AIW as an upper year shift leader or as a paid full-time summer student? YES/ NO

**Application:**

1. Why do you want to volunteer at Advocates for Injured Workers?

2. Why do you want to work with individuals from disadvantaged communities? Please list any relevant experience.

3. AIW caseworkers regularly participate in written and oral advocacy, and have strong communication skills. What work or volunteer experience do you have that would make you a good caseworker?

4. A year from now, what experience do you hope to have gained from volunteering here?

5. Please describe an experience where you worked collaboratively with others as a team player.

6. Would you be interested in any policy or law reform research? YES/ NO

**FIRST SEMESTER SHIFT TIMES**

AIW volunteers complete one regular three-hour shift per week. Please number (according to your preference) **ALL** the three-hour blocks of time you are available for a shift. Please note that the clinic does not open until 8:30am and all shifts must be completed by 7:00pm. There is also travel time between AIW and the UofT Law Campus; keep this in mind during your scheduling.

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|  | **MONDAY** | **TUESDAY** | **WEDNESDAY** | **THURSDAY** | **FRIDAY** |
| 8:30 – 9:00 AM |  |  |  |  |  |
| 9:00 – 9:30 AM |  |  |  |  |  |
| 9:30 – 10:00 AM |  |  |  |  |  |
| 10:00 – 10:30 AM |  |  |  |  |  |
| 10:30 – 11:00 PM |  |  |  |  |  |
| 11:00 – 11:30 PM |  |  |  |  |  |
| 11:30 – 12:00 PM |  |  |  |  |  |
| 12:00 – 12:30 PM |  |  |  |  |  |
| 12:30 – 1:00 PM |  |  |  |  |  |
| 1:00 – 1:30 PM |  |  |  |  |  |
| 1:30 – 2:00 PM |  |  |  |  |  |
| 2:00 – 2:30 PM |  |  |  |  |  |
| 2:30 – 3:00 PM |  |  |  |  |  |
| 3:00 – 3:30 PM |  |  |  |  |  |
| 3:30 – 4:00 PM |  |  |  |  |  |
| 4:00 – 4:30 PM |  |  |  |  |  |
| 4:30 – 5:00 PM |  |  |  |  |  |
| 5:00 – 5:30 PM |  |  |  |  |  |
| 5:30 – 6:00 PM |  |  |  |  |  |
| 6:30 – 7:00 PM |  |  |  |  |  |