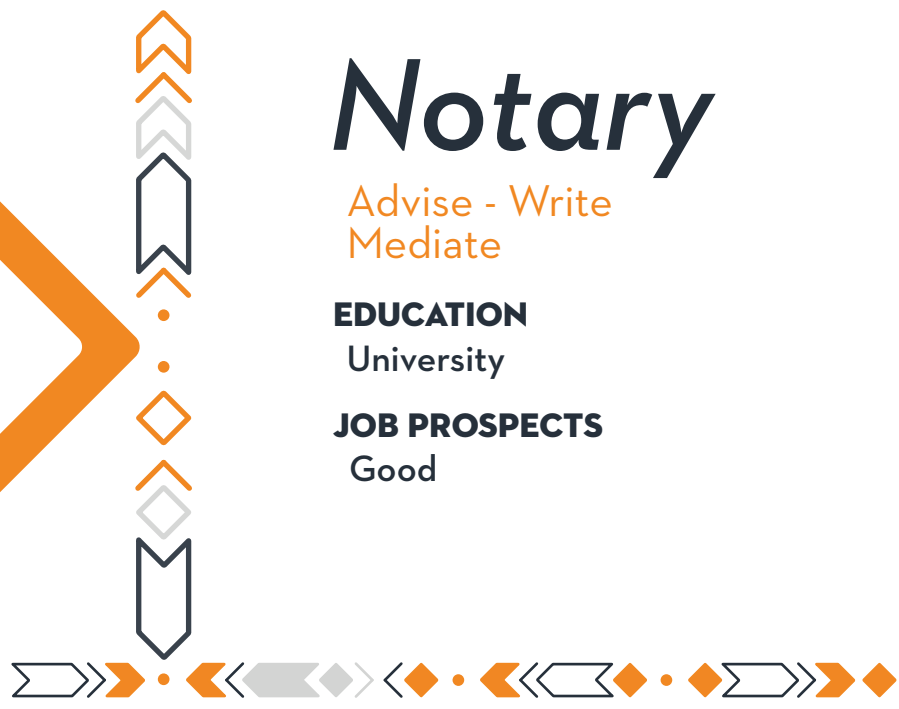




*I want to work in
the justice system!*





Notary

Advise - Write
Mediate

EDUCATION

University

JOB PROSPECTS

Good

ROLE



Notaries are **legal professionals** who **help clients at important times in their lives**: getting married, buying property, starting a business, looking after financial matters, death, etc.

But unlike lawyers, they can't represent clients in court in cases where one side is challenging another.

Notaries can be **mediators** to help people solve problems out of court, for example, during a divorce or when neighbours can't agree about a fence.

DUTIES



- **Give legal advice.**
- **Write important documents** such as wills, marriage contracts and mortgages.
- **Ensure transactions involving large sums of money are done properly** (e.g., when selling a house).
- **Represent clients in court**, if they aren't challenging one another.



TRAINING



- **Bachelor's degree in Law**
- **Master's in Notarial Law**
- **Professional training** at the *Chambre des notaires du Québec* (Quebec's professional association of notaries)

They must then be **admitted to the *Chambre des notaires du Québec***.



Indigenous students can get help to pay for their studies. See **Financial Aid** to learn more.

SALARY



In 2017, notaries earned **\$30,000 to over \$100,000 a year**, depending on the hours they worked, the fees they charge and whether they are employees, partners in a firm or self-employed.

They can earn more as they gain experience and get more clients.

SKILLS



- Good written and oral **communication skills**
- Good **listening skills**
- Ability **to be neutral**
- **Analytical skills**

ENVIRONMENT



Notaries usually work in an office, alone, with other notaries or in companies. Sometimes, they leave their offices to **meet clients** or go to court.

They usually **work at least 40 hours a week**, sometimes in the evenings and on weekends.

LEARN MORE



- *Chambre des notaires du Québec*
- Information sur le marché du travail (job market information)





Lawyer

Represent - Advise
Negotiate

EDUCATION

University

JOB PROSPECTS

Good

ROLE



Smooth talkers in robes arguing in court? Not really! Lawyers do many things. Most spend more time writing or negotiating than arguing in court.

Lawyers may specialize in criminal law, labour law, ancestral rights, territorial claims, etc.

They **give advice** and help clients understand their rights and solve their legal problems. For example, they might explain to a band council how to pass a bylaw.

Lawyers sometimes act as **mediators**, for example, to help parents agree on custody after a divorce. They don't take sides but try to help them agree on a solution.

SKILLS



- Be **thorough**
- Able to convince others of a client's position
- Able to **understand others' positions**, especially during negotiations
- **Good listening skills**. They must earn clients' trust, understand their problems and ask the right questions in difficult situations.
- Able to **think on their feet** and act quickly



DUTIES



- **Advise** clients and **help** them understand and obey the law.
- **Negotiate** to solve conflicts.
- **Analyze** situations, laws, documents and evidence (proof).
- **Represent** clients in court.
- **Write** legal documents such as contracts.

TRAINING



- **Bachelor's degree** in law
- **Professional** training at the École du Barreau du Québec (Quebec bar school) and pass the bar exams
- **Six-month practical training**

You must then be admitted to the Barreau du Québec (Quebec's professional association of lawyers).



Indigenous students can get help to pay for their studies. See **Financial Aid** to learn more.

SALARY



Lawyers' salaries depend on their experience, area of expertise and the clients they have. They can earn \$30,000 to over \$300,000 a year.

ENVIRONMENT



Lawyers work in law firms, companies, government and non-profit organizations. Some are self-employed.

Some spend long hours alone at their desks, analyzing documents or doing research. Others spend a lot of time with people in court or in negotiations.

Many lawyers work very long hours.

LEARN MORE



- Barreau du Québec (Quebec bar association)
- Information sur le marché du travail (job market information)



Judge

Manage - Listen - Decide

EDUCATION

University

JOB PROSPECTS

Limited



ROLE

We often picture judges wearing long, curly wigs, banging their desks with a wooden hammer to keep order in the court. But those days are gone. Judges are still **authority figures** who have **a lot of responsibility**, but they don't need wigs or hammers.

Judges **hear civil and criminal court cases**. They make sure everyone follows the rules, just like referees at a hockey game.

A judge's decision can **affect people's lives a lot**. For example, deciding that someone is guilty of a crime or who gets custody of the children after a divorce can really change a person's life.

DUTIES

- **Manage cases** from beginning to end.
- **Control court hearings** to ensure everyone follows the rules.
- **Listen** to what lawyers, experts and other witness say in court.
- **Analyze evidence** (information presented during a trial).
- **Decide** cases and explain decisions.

TRAINING



There is no “judge school” in Canada.

Judges are **chosen from lawyers** who have been members of a bar association (professional association of lawyers) **for at least 10 years**.

The federal and provincial governments select judges, depending on the court.

Lawyers who become judges have usually represented people in court, but this isn't a requirement.

Judges are carefully chosen. They need to know the law inside out and have **spotless professional and personal reputations**.



Indigenous students can get help to pay for their studies. See **Financial Aid** to learn more.

SKILLS



- **Good analytical skills** and expert knowledge of the law
- **Excellent listening skills** with attention to detail
- Able to **be neutral** and make fair decisions

SALARY



Judges' **salaries are public and fixed by law**, no matter how many hours they work.

Their **salary depends on which court** they work at. For example, municipal court judges make less than judges of the Supreme Court of Canada. Most judges earn over **\$200,000 a year**.

ENVIRONMENT



Judges work **in their offices** when reading case files and writing decisions. They spend the rest of their time in court hearing cases.

Many regions of Quebec have an **itinerant court**. This means that judges travel from one community to another to hear cases. Lawyers, court clerks, interpreters and other legal professionals travel with them. Hearings might be in schools or community centres in communities that don't have courtrooms.

Judges have a **big responsibility** and must **read and write a lot**. This can be **stressful** and means they work very long hours.





LEARN MORE



- **Court of Québec**
- **Commission for Federal Judicial Affairs Canada**
- **Conseil de la magistrature du Québec** (Quebec judicial council)
- **Canadian Judicial Council**
- **National Judicial Institute**

I want to work in the justice system!

Judge



Paralegal

Write - Research
Collaborate

EDUCATION

CEGEP

JOB PROSPECTS

Good



ROLE

Lawyers and notaries rely on paralegals the way doctors rely on nurses. Paralegals do work that saves the time of lawyers and notaries.

Paralegals must be reliable. They do research and gather information but are not allowed to give legal opinions or represent clients in court.

Paralegals have **many skills**. They're trained to do a lot of things, such as research and summarizing decisions and transcripts. What they do depends on whether they work in a big law firm or a small one.

DUTIES

- **Write drafts of legal documents.**
- **Research** laws and other legal sources.
- **Legal secretarial work**

SKILLS

- **Detail-oriented**
- **Write well**
- **Able to analyze and summarize** important information in what they read

TRAINING

- Diploma of College Studies (DEC) in paralegal technology - three years

- Programs are offered in English or French by public and private CEGEPs.
- Some employers don't require a diploma. They train their paralegals themselves.

 Indigenous students can get help to pay for their studies. See **Financial Aid** to learn more.

SALARY

Salary depends on experience, responsibilities and place of work, for example, a company, government or a law firm.

In 2017, recent graduates earn about \$30,000 a year. Very experienced paralegals in big law firms can earn up to \$85,000 a year.

ENVIRONMENT

Paralegals can work in law firms, notarial firms, government, legal departments of companies and other places.

LEARN MORE

- **Information sur le marché du travail** (job market information)
- **Canadian Association of Paralegals**
- Heading for Success