



Saskatchewan Articling Student Recruitment Guidelines

The following guidelines contain the protocol for the recruitment of articling students in Saskatchewan. The purpose of the recruitment guidelines to provide a convenient forum for law firms/organizations to interview students seeking articles, in a consistent and organized time period, during the summer between a student's second (2L) and third year (3L) of law school.

The recruitment guidelines were developed by the Articling Committee of the College of Law, University of Saskatchewan, approved by the Dean of the College of Law. **All firms/organizations are to adhere to these guidelines as closely as possible.**

- Each participating firm/organization will provide a job posting (PDF preferred), by submitting it to: lawcareers@usask.ca. Alternatively, you can submit your job posting using the online system [here](#). Please note the job posting application deadline is set to: **Friday, May 8, at 10:00 am**. Ideal job postings contain information about the firm/organization, practice areas, what the role consists of/ideal competencies, the job location, the number of positions, benefits, the application process/documents required and any other pertinent information.
- Each participating firm/organization has the choice on how they want to collect applications, such as their website, an email, or the [viLawPortal](#) (Saskatoon and Regina Positions; more locations can be requested)
- If students/firms/organizations seek further clarification, please reach out to Shari Thompson, Career Development Director at lawcareers@usask.ca, or call 306.966.1924

Saskatchewan 2021 – 2022 Articling Recruit Timelines

- ViLawPortal opens to employers for **Saskatoon and Regina** positions, March 1, 2020
- ViLawPortal closes to employers: Sun. March 22, 2020
- ViLawPortal opens to students: Mon. March 23, 2020
- ViLawPortal closes to students: **Fri. May 8, 2020 at 10:00 am (CST)**
- **Setting up Interviews:** Please contact the students directly to set up their interviews, as there will be no formal call day.
- **Interviews:** **Tues. May 19 - Friday, May 22, 2020**, with any second interviews held on Saturday, May 23, 2020. Interviews shall not be conducted prior to May 19.
- **Offers:** Offers of employment can be made at **10:00 am on Tuesday, May 26, 2020 (CST)**, and all offers **must remain open for 24 hours from the time of offer**, so that candidates have the opportunity to accept or decline.
- **Communication of Results:** Once an offer has been accepted the student and the employer will advise the Career Development Office by email to lawcareers@usask.ca