



Legal Information and Resource Network

Law Librarian

The [Legal Information and Resource Network \(LiRN\)](#) is a not-for-profit organization that funds and sets the strategic direction for courthouse libraries in Ontario.

We are launching a new, province-wide initiative to expand digital access to legal information and remote research support.

We are seeking a **LAW LIBRARIAN** to join our small, collaborative team. This is a fulltime remote position, with occasional in person meetings or travel within Ontario. The role is a one-year contract, with potential for extension. The salary range can be found [in our salary matrix for the role of Law Librarian](#).

The successful candidate will be a skilled legal information professional with strong communication, organizational, and project management skills, and a passion for improving access to legal information across the province.

Responsibilities

- Launch and staff a remote reference and research assistance chat line (LibChat).
- Manage and maintain components of the e-LiRN electronic legal research collection.
- Work with the Managing Director and Roving Librarian on Criminal and Family Law Toolkit maintenance and development
- Collect and analyze usage statistics for e-LiRN and remote services related to Criminal and Family Law toolkits; prepare reports for internal use and funders.
- Support the evaluation and rollout of strategic innovation projects, including the development of Ontario-specific legal information tools.
- Assist with marketing, outreach, training, and communications related to centralized services.
- Collaborate with partners across the legal information ecosystem, including courthouse libraries, the Great Library, and content development partners.
- Execute other administrative tasks as required.

Qualifications

- Master of Library & Information Science (MLIS) or equivalent.
- Experience with legal research, law libraries, or electronic legal databases.
- Experience using remote reference tools (e.g., LibChat) is an asset.
- Strong organizational and project-management skills.
- Excellent written and spoken communication skills.
- Familiarity with information management systems and digital resource platforms.

- Ability to multitask, prioritize effectively, and work independently in a remote environment.
- High proficiency with MS Office Suite and Microsoft 365.

Working Conditions

- Remote work, with occasional travel within Ontario.
- Collaboration with a small team and with external partners across the province.

Equity, Diversity, and Inclusion

LiRN is committed to diversity. We welcome the perspectives, expertise, and knowledge that come from different identities, circumstances, and histories. It makes our team stronger, more inclusive, and more resilient, as acknowledged in our [Diversity and Inclusion Policy](#).

We encourage applications from qualified applicants of any age, ancestry, citizenship, colour, disability, ethnic origin, family status, gender expression, gender identity, marital status, place of origin, race, religious belief, sex, socio-economic status, or sexual orientation.

How to Apply

Applicants should attach a **cover letter and résumé** in a single PDF to an email addressed to:

Theresa Leitch, Managing Director
admin [at] lirn [dot] ca

Subject line: **Application for Law Librarian**

Applications will be accepted until **5:00 on Wednesday, April 1, 2026**.

We thank all applicants for their interest but are only able to respond to those selected for an interview.