



## LAW DEVELOPMENT CENTRE

**MAKERERE HILL ROAD P.O BOX 7117, KAMPALA, UGANDA**

The Law Development Centre (LDC) received funds from the Democratic Governance Facility (DGF) to implement a project called “Use of Bar Course Interns to Enhance Access to Justice for Juveniles and Indigent Persons”. The project is being implemented in five districts, namely: Adjumani, Kibaale, Kagadi, Masindi and Kabarole. The last six (6) months of the project will run from 1<sup>st</sup> July 2017 to 31<sup>st</sup> December, 2017.

LDC invites applicants from suitably qualified Ugandans to fill seven (7) vacancies of **Bar Course Intern** and three (3) vacancies of **Project Advocate** that exist in the project in the following districts:

**1. Bar Course Intern:**

- Adjumani - 1
- Masindi - 1
- Kibaale - 2
- Kabalore - 1
- Kagadi - 2

**2. Project Advocate:**

- Kibaale - 1
- Kabalore - 1
- Adjumani - 1

**NOT: Applicants should clearly indicate their preferred duty station/district.**

Applications should be addressed to **The Secretary/Head, Human Resource and Administration, Law Development Centre, P.O. Box 7117 Kampala**, to be posted or hand delivered to the Law Development Centre Reception. Applicants should attach up-to-date Curriculum Vitae, **Certified** copies of academic and other relevant documents and indicate names and contacts of two referees.

Deadline for submission of applications is 15 May, **2017 at 5.00p.m.**

**This advert and detailed job description/minimum qualifications can also be viewed on [www.ldc.ac.ug](http://www.ldc.ac.ug)**

<b>JOB TITLE</b>	Bar Course Intern
<b>REPORT TO</b>	Project Advocate
<b>PURPOSE OF THE JOB</b>	To provide legal aid services to disadvantaged and vulnerable groups in the assigned district.
<b>DUTIES AND RESPONSIBILITIES</b>	
<ol style="list-style-type: none"><li>1. Provision of legal counseling, advise and representation.</li><li>2. Conducting mediation sessions, reconciliation and diversion of cases.</li><li>3. Participate in training and raising of public awareness on the laws, legal systems and alternative dispute resolution.</li><li>4. Perform any other tasks assigned by the Project Advocate.</li></ol>	
<b>QUALIFICATIONS AND EXPERIENCES</b>	
<ol style="list-style-type: none"><li>1. Bachelor's Degree in Law.</li><li>2. Applicant must have been a student of the Bar Course Academic year 2015/2016.</li><li>3. Applicant must have passed and graduated during the LDC 44<sup>th</sup> graduation ceremony.</li><li>4. Applicant must be well versed with the social culture context; and preferably proficient in the language of the chosen district.</li></ol>	

<b>JOB TITLE</b>	PROJECT ADVOCATE
<b>REPORT TO</b>	PROJECT COORDINATOR
<b>DUTY STATION</b>	ONE OF THE 3 DISTRICTS OF: ADJUMANI, MASINDI AND KABAROLE.
<b>PURPOSE OF THE JOB</b>	<ol style="list-style-type: none"> <li>1. To manage and administer the district project office.</li> <li>2. To provide direct legal aid services to the poor and indigent of the district.</li> </ol>
<b>DUTIES AND RESPONSIBILITIES</b>	
<ol style="list-style-type: none"> <li>1. To represent LDC Legal Aid Clinic clients in court.</li> <li>2. To provide information about family court, criminal court and other legal procedures</li> <li>3. To assist clients in filling out and filing court paper work and attending court hearings.</li> <li>4. To provide client specific advocacy to meet identified clients' needs, such as contact with other service providers, law enforcement, and others.</li> <li>5. To support clients in self-representation</li> <li>6. To keep the project coordinator informed of risk situations and emerging issues in work with clients.</li> <li>7. To provide community sensitization</li> <li>8. To provide supervision and mentoring for the bar course interns</li> <li>9. To compile timely, accurate and analytical reports.</li> <li>10. To maintain proper and up-to-date clients records and files.</li> <li>11. To ensure proper use and care of project assets.</li> <li>12. To supervise the Fit Persons and ensure the Fit Persons structure is thriving.</li> <li>13. To performs any other duties as assigned.</li> </ol>	
<b>QUALIFICATIONS AND EXPERIENCES</b>	
<ol style="list-style-type: none"> <li>1. Bachelors degree in Law.</li> <li>2. Diploma in Legal Practice of Law Development Centre.</li> <li>3. 2 years working experience in provision of Legal Aid or related field.</li> <li>4. Must be an enrolled advocate with a valid practicing certificate.</li> <li>5. Knowledge of project management shall be a great asset.</li> </ol>	