

**ADVERTISEMENT FOR VARIOUS POSITIONS  
TISS-LEGAL SERVICES CLINIC**

TISS, Legal Services Clinic requires a Law, development and social work professions with 3-4 years of experience in the area of child rights, women's rights, law relating to marginalized and vulnerable groups to undertake research and training to translate the research into advocacy agenda for policy reform. Familiarity with relevant developments in human rights law, particularly the CEDAW, UNCRC, laws relating to women and children will be desirable.

**ABOUT THE PROJECT**

In June 2014, TISS School of Law, Rights and Constitutional Governance started the TISS Legal Services Clinic in partnership with the Maharashtra Legal Services Authority, UNDP and GOI's Department of Justice. The TISS legal services provide free legal advice to marginalised populations, conducts legal awareness trainings and sessions for NGOs and community based workers and develops simplified legal materials. The aim is to empower communities to access their rights by linking them to the duty bearers. The clinic also collaborates with the District Legal Services Authority to provide free legal aid for marginalised groups.

**QUALIFICATIONS & EXPERIENCE**

The candidate must have a demonstrated experience of research, training and writing in the area of laws and rights Key qualifications include:

1. A law degree/ social work degree with at least 3 years of work experience in India in relation to legal aid and laws and rights relating to marginalized and vulnerable groups particularly women and children.
2. An advanced qualification in law or relevant social sciences is desirable
3. Good planning and monitoring skills
4. Excellent research and writing skills in English. A record of undertaking research and writing of papers, reports, presentations will be an added advantage.
5. Good written and oral communication skills in English and Hindi and Marathi
6. Demonstrated experience with creating training modules and conducting trainings. Organizing and conducting trainings in community contexts
7. A self-starter with leadership and initiative, with capacity plan ahead, keep to time lines, ensure outputs and prepare reports.
8. A team player with good inter-personal skills capable of consultative processes.
9. Ability to write simply as part of outreach and advocacy, while also skilled at serious research based writing.

## **RESPONSIBILITIES**

1. Taking up legal cases at the TISS clinic as well as Community clinic. The Social worker will assist in client counseling.
2. Coordinating with panel lawyers at the TISS clinic, Lawyers at DLSA, protection officers etc.
3. Managing the community clinic
4. Following up cases with DLSA of the district and Mumbai
5. Helping clients with drafting or meeting authorities and accessing government schemes, filing cases, filing FIRs etc.
6. Documentation as required
7. Researching case-laws and other related material on relevant laws
8. Undertaking research on various legal aspects
9. Support in organizing trainings
10. Preparing reports submissions for monitoring and to funding agencies.
11. Assisting in preparing research proposals, conducting research for PIL petitions, RTI etc.

The candidate will be required to support organizational and programme work as necessary, and engage with other dimensions of the clinics work.

## **SALARY**

Salary and benefits commensurate with experience and internal equity.

## **APPLICATION**

The applicant should send a CV, a statement of interest [no more than two pages] stating what the applicant brings to the position. The application must be accompanied by one sample of written work on the areas of human rights or rights relating to marginalized and vulnerable groups, and two references, one of whom is from the last 3 years of work.

Only applications with the required attachments will be considered complete. It can be sent by e-mail or post to:

Mr. Gautam Rajguru: rajgurug13@gmail.com

Closing Date: March 10<sup>th</sup> 2017

Period of Contract: March 2017-September 2017

Only short listed candidates will be contacted