



**NATIONAL LAW UNIVERSITY DELHI
PROJECT 39-A**

February 12, 2018

CALL FOR APPLICATIONS: LEGAL STRATEGY CO-ORDINATOR

Position: The National Law University, Delhi (“University”) is seeking to engage on a contractual basis, two Legal Strategy Co-ordinators for Pune and Nagpur (one position in each location) for the undertrial representation programme supported by a grant from the Azim Premji Philanthropic Initiatives. The Legal Strategy Co-ordinator will be responsible for the everyday functioning of the initiative in the respective offices in Pune and Nagpur and for strategizing and handholding the work of the Legal Fellows and the Social Workers in their respective cities. The maximum period of engagement will be for three years and the contract will be renewed on an annual basis.

About the programme: The twin goals of the programme are to reduce the undertrial population in prisons in Pune and Nagpur and to work with the legal aid system in Maharashtra. To this end, there will be a research as well as a litigation component to the programme. The programme will have offices in Pune and Nagpur. The programme staff will comprise two Legal Strategy Co-ordinators, 20 Legal Fellows and 10 Social Work Fellows.

Responsibilities:

This is a full time paid position based in Nagpur and Pune. Selected candidates will be expected to reside within the municipal limits of the city of their selection. The responsibilities of the Legal Strategy Co-ordinator will include :

- A. Developing and implementing litigation strategy for cases of under trial prisoners and co-ordinating the work of the Legal Fellows in each office.
- B. Reviewing progress of individual cases assigned to Legal Fellows in the respective offices.
- C. Co-ordinating and liaising with District Legal Service Authorities, Legal Aid lawyers, prison authorities, police system, criminal law experts and other stakeholders to ensure effective implementation of the programme.
- D. Co-ordinating in their respective city, a ‘needs assessment’ research in the prison for planning and designing strategies for programme implementation.
- E. Managing the overall functioning, administration and co-ordination of the City Office.
- F. Writing reports and compiling data extensively, as may be required for the purposes of programme documentation, monitoring and evaluation.
- G. Assisting the programme team in any other work that may be required for effective programme implementation.



Qualifications:

- A. Minimum 3 years experience of litigation in trial court/ criminal appellate court.
- B. Familiarity with the workings of the State and District Legal Aid Systems would be preferred
- C. Proficiency in English and Marathi is necessary.
- D. Familiarity with MS-Office, emails and the internet is required.

The above qualifications may be relaxed in exceptional circumstances

Compensation: Salary will be commensurate with qualifications and experience, and will be within the range of Rs. 65,000-Rs.75,000 per month.

Application Process: Interested persons may send their resumé and a statement of purpose, explaining their interest in working on this programme. The statement of purpose must not exceed 700 words. Shortlisted candidates will be called for the selection process which may have multiple rounds and it is likely that at least one round will be held in Mumbai/Pune/Nagpur. For rounds where physical presence is not necessary, the possibility of conducting interviews over the phone/ skype can be explored.

Email: Interested persons must send their resume and Statement of Purpose to p39a@nludelhi.ac.in and the subject of the e-mail should be “Project 39-A - Application for Legal Strategy Co-ordinator -Azim Premji Philanthropic Initiatives”.

Deadline: Applications received after March 2, 2018 will not be considered.. The shortlisted candidates shall be informed about the next round in the selection process via e-mail.

Note:

1. National Law University, Delhi is an equal opportunity employer.
2. Project 39-A ensures access to legal representation for prisoners regardless of the offence.
3. National Law University, Delhi reserves the right to conduct interviews and not fill these positions.
4. National Law University, Delhi is unable to cover the costs of attending interviews.
5. These positions shall be paid under the grant received under Azim Premji Philanthropic Initiatives.