



PROJECT 39A
EQUAL JUSTICE
EQUAL OPPORTUNITY



Fair Trial
Fellowship

NATIONAL LAW UNIVERSITY DELHI

PROJECT 39-A

(FAIR TRIAL FELLOWSHIP PROGRAMME)

Date:- May 16, 2019

**CALL FOR APPLICATIONS: ASSOCIATE DIRECTOR, FAIR TRIAL
FELLOWSHIP**

Position: The National Law University, Delhi (“University”) is seeking to engage on contractual basis, an Associate Director for Project 39A’s Fair Trial Fellowship programme (Programme) supported by a grant from the Azim Premji Philanthropic Initiatives. The Associate Director will be responsible for the overall implementation and monitoring of the Programme in Nagpur and Pune. The period of engagement will be for one year and any extension will be subject to the needs of the Programme and availability of funds.

About the programme: The Programme commenced in August 2018 and has established a Fellowship programme to support empanelled legal aid lawyers under the District Legal Services Authority (DLSA) framework. Between Nagpur and Pune, the Fellowship currently comprises 2 Legal Strategy Coordinators, 20 Legal Fellows and 10 Social Work Fellows, who provide support to the DLSA in providing legal representation to undertrials in Yerwada Central Prison, Pune and Nagpur Central Prison. 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, the programme includes a research as well as a litigation component. The Programme currently has offices in Pune and Nagpur. The programme staff comprises a Programme Director, two Legal Strategy Co-ordinators, 20 Legal Fellows and 10 Social Work Fellows.

Responsibilities:

This is a full time paid position based in Mumbai/ Pune/ Nagpur depending on the preference of the candidate. Selected candidates will be expected to reside within the municipal limits of the city of their selection. The Associate Director will be heading the Fair Trial Fellowship in the absence of the Programme Director (on parental leave) and the following functions are indicative of the responsibilities involved: :

1. Work towards implementation of the Programme design and advancement of overall objectives of the project.
2. Implement the litigation, research and public outreach frameworks to ensure that the aims of the programme are fulfilled;

3. Liaise with District and State Legal Service Authorities, members of the judiciary, prison authorities, lawyers, criminal law experts and other stakeholders to ensure effective implementation of the programme;
4. Ensure achievement of outcome and targets of the programme, monitor progress of work and suggest course correction as and when required
5. Implement the review and assessment mechanisms required for the smooth functioning of the programme.
6. Mentor the programme staff including the two Legal Strategy Co-ordinators, the Finance Co-ordinator and the Legal and Social Work Fellows.
7. Co-ordinate with the Legal Strategy Co-ordinators for discussing progress of the work and overall implementation strategy.
8. Responsible for administrative coordination between teams in Delhi, Nagpur and Pune offices and ensure smooth running of day to day activities in all locations.
9. Co-ordinate with Finance and Administrative Co-ordinator and supervise all administrative and financial functions relating to the Programme including procurements, contractual engagements and human resource management and ensure compliance of all activities within the framework applicable to the University.
10. Develop and maintain funder relations and ensure coordinating grant reporting to the Azim Premji Philanthropic Initiatives and Lal Family Foundation;
11. Responsible for writing of periodic reports/ funder reports, imagination and execution of research reports and creating visibility of the programme including writing & speaking commitments.
12. Co-ordinate with the Programme Director, including periodic review and update of work progress, discussing implementation strategy and course correction and provide overall support as per programmatic needs.
13. Periodically review the progress of the programme with the Executive Director, Project 39 A to ensure overall integration of the programme with Project 39A and its objectives
14. Any other work that may be necessary to further the aims of the 'Fair Trial Fellowship' programme or the overall objectives Project 39-A

Number of Positons: One position

Qualifications:

- A. Graduate with an LL.B. degree;
- B. Proficiency in English and Hindi and/or Marathi is mandatory;

- C. Candidates with an LL.M. degree/ Post graduate degree in subjects related to the Programme will be preferred;
- D. Minimum of three years of experience of working in programmes on criminal justice/ legal aid support will be desirable.

The above qualifications may be relaxed in exceptional circumstances

Compensation: Remuneration will be commensurate with qualifications and experience, and will be within the range of INR 75, 000 – 1, 00,000 per month.

Application Process: Interested persons may send their resume and a covering letter explaining their interest in working on this programme. The covering letter must not exceed 750 words. Shortlisted candidates will be called for the selection process which may be held in Pune/Nagpur/Mumbai. Intimation regarding dates and venue of selection rounds will be given to the shortlisted candidates by email.

Email: Interested persons must send their resume and statement of purpose (SOP) to p39arecruitment@nludelhi.ac.in and the subject of the e-mail should be '**Job Application for Associate Director - Fair Trial Fellowship Programme**'. Any additional clarifications may be sought on phone (Contact Number- +91-8586814458.).

Deadline: Applications must reach us by midnight of **May 31, 2019** after which the applications will not be accepted. The shortlisted candidates shall be informed 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.
