



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

September 28, 2022

CALL FOR APPLICATIONS FOR ASSOCIATE(COMMUNICATIONS)

Position:

The National Law University, Delhi ('University') through Project 39A is seeking to engage, on a contractual basis, an Associate (Communications) at its campus in Dwarka, New Delhi. The contract will be for one year initially and can be extended on an annual basis at the discretion of the University. The associate will be part of Project 39A's communications team in ideation and delivery of the communications requirements of the organisation.

About Project 39A:

Project 39A draws inspiration from Article 39-A in the Indian Constitution on equal justice and signals the broadening of our work on the criminal justice system in India. We undertake litigation, research and communications relating to forensics, torture, legal aid, mental health and death penalty (for more information, visit www.project39a.com).

Responsibilities:

Responsibilities would include, but not be limited to, the following:

1. Design and execute communications initiatives to create awareness around Project 39A's key areas of research.
2. Develop and implement strategic communication plans that enhance Project 39A's objectives.
3. Design collaterals, newsletters, blogs, graphics, website content and social media posts.
4. Create and manage an annual road map and calendar of communication needs.
5. Maintain websites and social media accounts for the organisation.
6. Ideate and coordinate with external collaborators.
7. Take lead in multimedia production– podcasts, interviews and video editing.
8. Coordinate to drive events and campaign outreach.
9. Identify and liaise with artists, technicians and journalists.
10. Any other work that may be necessary to further the aims of Project 39A.

Qualifications and Requirements:

1. A Bachelor's degree in marketing, communications, journalism, law or related field is a mandatory requirement for this role.

2. A Masters degree in the abovementioned fields is not a mandatory requirement but will be preferred.
3. A minimum of 2 years of professional experience in a similar role.
4. Expert proficiency in handling social media platforms.
5. Proficiency in using audio-visual editing and design softwares like Adobe Premiere Pro and Photoshop.
6. Demonstrated ability to take ownership, have accountability and work in a collaborative, closely-knit and multi-disciplinary team.
7. Experience in handling video cameras and sound equipment.
8. Knowledge of HTML and CSS is desirable.
9. Basic knowledge of Adobe Illustrator, Indesign and After Effects is desirable.
10. High proficiency in English and ability to read/ write/ speak different Indian languages will be an advantage but is not mandatory.

Compensation: Salary will be between INR 55,000 – 65,000 and is negotiable commensurate with qualifications and experience.

Application Process: Interested persons may send their resumé, portfolio of their work and a statement of purpose explaining their interest. The statement of purpose must not exceed 500 words. Applications and documents will be accepted only through the link www.project39a.com/communications-associate-sep-2022

Deadline: Applications must reach us no later than 20 October 2022, after which the applications will not be accepted. Shortlisted candidates will be called for interviews and tests by 28 October 2022.

Note:

1. Only shortlisted candidates will be contacted via email. If you do not hear from us within 2 (two) weeks after the deadline, please assume that your application has not succeeded. Unfortunately, we cannot reply to individual queries about the status of applications.
2. National Law University, Delhi is an equal opportunity employer and Project 39A ensures access to legal representation for prisoners regardless of the offence.
3. National Law University, Delhi reserves the right to not fill the position or vary the number of positions vacant for this call. Also, we shall be unable to cover the costs of attending Interviews.
4. National Law University, Delhi reserves the right to conduct additional rounds of interviews or written tests.
5. The position shall be paid under the grants received by Project 39A, National Law University, Delhi.