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Approved by
S/inspector of labour



26/06/2023



Juba Na Bari, Plot No. 60, Bilpham Road, Juba City, South Sudan
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VACANCY ANNOUNCEMENT

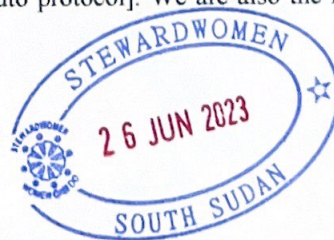
Position:	Volunteer-Legal Aid Attorney
Number of Vacancies:	1 Position
Posting Date:	26 th June 2023
Duty Location:	Bentiu, Unity State
Expected Start Date:	ASAP
Application closing date:	18 th /July/2023.

Introduction:

STEWARDWOMEN is an indigenous South Sudanese women organization founded in 2009 to address the problems of sexual and gender-based violence; lack of access to justice by women; lack of participation of women in leadership and decision-making and poverty among others. It is registered as a not for profit non- governmental organization with the government of South Sudan in 2009. Our vision is a South Sudanese society “free from the violations of the human rights of women and children”. Our mission is “to develop, shape and empower South Sudanese women to advocate for policies that foster equal economic opportunity and secure human rights for women and children”.

Our 2021-2023 strategic intervention areas are; 1) Access to justice; 2) Legislation and law reform; 3) Psychosocial support to GBV survivors; 4) Protection of adolescent girls in schools; 5) Women leadership and empowerment; 6) Governance/peace building, Sexual and Reproductive Health rights and Economic Empowerment.

We are a member of the Solidarity for African Women’s Rights [SOAWR] that campaigns for the ratification and/or domestication of the Protocol to the African Charter on Human and People’s Rights on the Rights of Women in Africa [Maputo protocol]. We are also the lead agency of a



national coalition of 40 CSOs that advocated for the ratification of the Maputo protocol in South Sudan. We are also the current chair of the Rule of Law Technical Reference Group and a member of the Strategic Advisory Board of the GBV AoR. Our field offices are located in Nimule in Magwi county [Eastern Equatoria State]; Bentiu (Unity State); Bor in Jonglei State and a national coordination office in Juba.

We are in search of a suitably qualified person who shares our vision and mission to fill the position of “Volunteer-Legal Aid Attorney” to be based in **Bentiu, Unity State**.

Key roles and duties of the Post Holder;

1. Manage the legal aid clinic in field offices with the support of the Director.
2. Provide legal aid through counselling, education, advise, awareness through radio, dialogues, other public events etc..
3. Assist clients to draft legal documents in civil cases including but not limited to lease agreements, tenancy agreements, loan agreements etc.
4. Ensure that the necessary files of clients are in place, well referenced and kept safely.
5. Coordinate the hosting of mobile courts in Bentiu with other partners.
6. Take the lead in monitoring and documenting human rights abuses and violations.
7. Conduct research on legal matters related to human rights violations in South Sudan.
8. Conduct capacity building for GBV partners, police, prisons, prosecutors, traditional chiefs, community paralegals etc.
9. Attend mediation or arbitration sessions on behalf of and or together with clients of STEWARDWOMEN.
10. Prepare timely monthly activity plans and reports and submit to supervisor.
11. Participate in coordination meetings such as protection cluster, GBV AoR and other government related meetings.
12. Keep up to date with changes and developments in the area of the law.
13. Provide clarification on legal language or specifications to every staff Bentiu office.

What kind of person are we looking for?

- Bachelor Degree in Laws from a reputable University.
- Possession of a Practicing Certificate/License will be added advantage.
- Proven experience as a Legal Counsel in NGOs/INNGOs environment or law firm will be an added advantage.
- Being a resident or indigenous of Bentiu is an added advantage.
- Proven knowledge and application of Alternative Dispute Resolution (ADR) mechanisms.
- Proven Knowledge on the legal and regulatory framework on the human rights of women and girls in South Sudan.
- Demonstrated respect for women and girls and women’s human rights and freedoms.
- Proven knowledge to write good legal documents and donor reports.



- Work with minimum supervision, very mature, self-driven with outstanding communication skills.
- Willing to learn and take up new challenges and work in stressful environments, with tight deadlines.
- Ability to speak local Arabic and local languages of Unity State will be an added advantage.
- Demonstrated ability to create legal defensive or proactive strategies.
- High degree of professional ethics and integrity.
- Sound judgement and ability to analyse situations and information.
- Proven knowledge of applications of computer software especially word, excel and internet.

Submission of Application:

If you meet the above requirements for this position, please submit your updated resumes, evidence of past similar work, photocopies of relevant academic certificates, nationality ID or Passport and contacts of three referees to our e-mail: stewardwomen.jobs@gmail.com or hand delivery to our offices at Juba Na Bari, Plot No. 60, BILPAM Road, Juba and addressed to: "Human Resources Officer, STEWARDWOMEN,

Please indicate the position applied for in the email subject line or top right corner of the envelope. Applications should be submitted latest, **18th July 2023 at 5:00pm.**

Female Candidates who meet the above requirements are highly encouraged to apply.

Human Resource Officer.

