



# Initiative for Peace Communication Association

*Building Peace through peaceful communication*

Date 1<sup>st</sup> February 2021

## JOB ADVERTISEMENT



**POSITION** PRO-BONO LAWYERS (TWO)  
**REPORT TO** PROGRAMME MANAGER  
**LOCATION** JUBA- HEAD OFFICE WITH FREQUENT FIELD VISIT  
**STARTING DATE** ASAP

**SALARY:** According to IPCA salary scale depending on experience and qualification. Contract duration is three months' probation period; renewal depends on performance review.

### Summary of the Position

The pro- Bono lawyer will be responsible for design planning and implementation of pro-bono services as aligned to the vision, mission of the organization (IPCA). The pro- Bono lawyer will work closely with the program team, technical coordinator, and the senior management team. He /She will report to the program manager who is his/her immediate supervisor.

### **ABOUT US:**

IPCA is one of the largest and fast growing indigenous humanitarian, peace and development organizations in South Sudan founded in 2010 IPCA operates in five states namely central Equatorial, western Equatorial, Jonglei, western Bahr el Ghazal, Lakes, and Eastern Equatorial State, IPCA is working in partnership with local and international organizations

### PRIMARY ROLES AND RESPONSIBILITIES

- Present evidence to defend clients or prosecute defendants in criminal or civil litigation.
- Study constitution, statutes, and decisions regulations, ordinances of quasi-judicial bodies to determine and draft legal documents such as wills, patent applications, leases, and contracts.
- Prepare legal briefs and opinions and file appears in state and federal courts of appeal.
- Negotiate settlement of civil disputes.
- Confer with colleagues the experience in appropriate areas of legal issues to establish and verify bases for legal proceeding

- Search for and examine public and other legal records to write opinions or establish ownership.
- Supervise legal assistants
- Perform administrative and management functions related to the practice of law.
- Act as agent, trustee, guardians or executor for business or individuals
- Help in developing federal and state programs, draft and interpret laws and legislation to establish enforcement procedures.
- Work in environmental law, draft and interest groups, waste disposal companies or construction firms in their dealings with states and federal agencies
- Ability to be flexible and use excellent judgment in challenging environments
- To undertake any other relevant duties as may be assigned from time to time by supervisor.

### **QUALIFICATIONS AND EXPERIENCE**

- ❖ Bachelor degree in Law
- ❖ Proven experienced in the field of Access to Justice/ Rule of Law for at least three (3) years
- ❖ Ability to work in every IPCA's field locations.
- ❖ Strong problem solving ability
- ❖ Strong communication skills
- ❖ A demonstrated ability to Multi - task, prioritize and process information in to action.
- ❖ Fluency in English (Oral and written). Knowledge of Arabic language is an additional advantage.
- ❖ Expertise in computer application preferably (MS application)
- ❖ Strong interpersonal and diplomatic skills
- ❖ The applicant should be a south Sudanese and women are strongly encouraged to apply.

### **HOW TO APPLY**

Interested applicants should submit their applications, Curriculum vita (CV), copies of Academic documents and Recommendation letter to the HR Department/Administration of IPCA main office or through our email address: [ipcarecruitment@gmail.com](mailto:ipcarecruitment@gmail.com). We are locating in **Munuki block "B" 200 meters from Munuki Suk Libya behind Miami Restaurant** and only those candidates who meet the qualification and requirements for the above mentioned position will be invited for interview. Dateline will be on **18<sup>th</sup> February 2021 at 5:00PM**. Please do not apply through both email and hand delivery, **your application will not be considered.**

**Note:** HRD will continue to screen application upon receipt due to the urgency of the position.

