

Dated: 8 January 2024

ADVERTIZEMENT FOR RECRUITMENT

NALSAR University of Law is recruiting personnel for its Access to Justice Program for Undertrial Prisoners, established in collaboration with the Azim Premji Foundation. The program aims to provide legal aid to undertrial prisoners, focusing on those facing vulnerabilities such as poverty, marginalized communities, illiteracy, and informal sector employment. Its goal is to address social, economic, and legal issues hindering prisoners' freedom by working with advocates, social workers, students, and program lawyers. The program involves identifying prisoners in need, appointing advocates, conducting visits, and addressing prosecution delays. It aligns with the legal aid system, emphasizes bail jurisprudence, and collaborates with the Prison Legal Clinic. The objective is to assist 1500 prisoners within three years.

The University is hiring for various positions and encourages individuals from marginalized backgrounds to apply. Interested candidates should submit their applications with supporting documents of qualifications and experiences to murali.karnam@gmail.com by **January 31, 2024**.

Job Title: Program Coordinator

- Number of the Positions available: 1
- Duration: 3 years contract
- Place of work: Hyderabad
- Remuneration: Starts with Rs. 80000 pm with 10% hike every year.

Requirements

1. Master's degree in relevant field such as Criminal Law
2. 3 to 5 years of practice of law and/or research/advocacy on prison reforms, human rights, rights of marginalized communities.
3. Ability to lead a team of 12 members in the field of access to justice
4. Proven organizing and coordination skills with courts, prisons, legal aid system.
5. Decent Communication skills with different stakeholders.
6. Documentation skills.
7. Familiarity with prison systems: Have knowledge of prison systems and procedures to effectively identify prisoners in need of legal aid and assist them with available legal options.
8. Research and writing abilities: Possess good research and writing skills to draft legal documents such as bail petitions.

9. Knowledge of human rights and fair trial principles: Understand and uphold human rights principles and fair trial standards while providing legal support to prisoners.
10. Strong ethical standards: Maintain integrity, professionalism, and confidentiality in dealing with sensitive legal matters.
11. Continuous learning: Stay updated with relevant legal developments, case laws, and best practices in the field of fair trial advocacy.

II. Job Title: Fair Trial Advocate

- Number of Positions: 4
- Duration: 3 years contract
- Place of work: Hyderabad
- Remuneration: Starts with Rs. 40000 pm with 10% hike every year.
- 2 Positions Reserved for Female candidates

Requirements

- 1) Graduation in Law with registration with Bar Council of India.
- 2) One or two years of practice of law will be preferred.
- 3) Knowledge of criminal law: Have a thorough understanding of criminal law and legal procedures related to fair trials.
- 4) Experience in legal representation: Gain experience in providing legal representation to individuals, especially prisoners, who are in need of legal aid.
- 5) Courtroom skills: Strong advocacy skills, including the ability to draft and file legal cases, appear in court, and effectively argue cases.
- 6) Collaboration skills: Be capable of collaborating with legal aid counsel, social workers, and other professionals involved in providing legal assistance to prisoners.

III Job Title: Prison Social Workers

- Number of Positions: 4
- Duration: 3 years contract
- Place of work: Hyderabad
- Remuneration: Starts with Rs. 40000 pm with 10% hike every year.
- 2 Positions reserved for female candidates

Requirements

1. Master in Social Work (MSW) or a Master's degree in relevant field
2. 2 to 3 of field experience of working with marginalized communities
3. Experience of preparing field impact reports
4. Passion to visit prisons and prisoners' homes
5. Commitment to access to social justice
6. Willing to work in flexible condition in a diverse group.

IV: Job Title: Research Associates

- Number of Positions: 2
- Duration: 3 years contract
- Place of work: Hyderabad
- Remuneration: Starts with Rs. 40000 pm with 10% hike every year.
- One position is reserved female candidates

Requirements:

1. A Master's degree in law or a relevant field.
2. One or two years of research experience will be preferred.
3. Strong research and analytical skills, with the ability to gather and interpret complex legal information.
4. Familiarity with legal research databases, legal frameworks, and bail jurisprudence.
5. Excellent written and verbal communication skills to effectively present research findings.
6. Ability to work independently and as part of a team, collaborating with diverse stakeholders.
7. Attention to detail and ability to meet deadlines while managing multiple research projects.
8. Understanding of social justice issues, human rights, and the challenges faced by prisoners with multiple vulnerabilities.

IV: Job Title: Administrative and Accounts Officer

- Number of Positions: 1
- Duration: 3 years contract
- Place of work: Hyderabad
- Remuneration: Starts with Rs. 40000 pm with 10% hike every year.

Requirements

1. Bachelor's degree in Commerce, Accounting, or a relevant field.
2. Experience in administrative and accounting roles, preferably in a nonprofit organization or legal setting.
3. Strong knowledge of financial management principles, budgeting, and accounting practices.
4. Proficiency in accounting software and MS Office applications.
5. Excellent analytical and problem-solving skills.
6. Attention to detail and accuracy in financial record-keeping and reporting.
7. Understanding of the legal aid and prison reform context would be beneficial.
