WE ARE HIRING!

Position: Programme Coordinator *(Women for Justice Fellowship)*

Location: Udaipur, Rajasthan

Last Date for Application: May 10th, 2023

Aajeevika Bureau is a labour-rights organization working to achieve a sustainable and systemic shift in working conditions for communities dependent on informal work. Our interventions are largely in the sphere of workers’ access to justice, occupational safety, political inclusion, and social protection. Primarily focused on addressing issues tied to labour migration, our work spans multiple states along the western-Indian migration corridor.

We are currently seeking an experienced colleague to lead a fellowship programme *(Women for Justice Fellowship)* designed to support young women lawyers in their professional claims and establish themselves as successful legal practitioners. The fellowship will be offered to 40 women primarily of Dalit and Adivasi backgrounds who have recently entered legal practice or are in the final year of their law education. Over a period of 2 years, the selected cohort will be supported through training programmes, placement opportunities and mentorship from distinguished lawyers. The programme will span multiple districts of Rajasthan.

The Programme Coordinator for the fellowship shall work closely with Aajeevika’s Legal Education and Aid (LEAD) Cell.

**Key Responsibilities**

We are looking for a young and spirited leader to oversee the newly launched Fellowship programme. The roles include:

- Overall guidance, management and oversight of the Fellowship as it unfolds within the coming months.
- Networking and liaising with local law institutes, bar associations and lawyers to facilitate selection and placement processes.
- Anchoring training and capacity-building exercises for the cohort. This will include - supporting the curriculum design process, identifying and bringing on board suitable trainers, and overseeing logistical aspects of the training.
- Monitoring programme outputs and outcomes.
- Identifying and enlisting suitable partners, advisors and mentors.
Required Experience and Skills

- Post-graduate degree with at least 5 years’ experience of supporting gender equality and empowerment programmes
- Deep understanding and articulation of caste and gender-based structural exclusions.
- Excellent oral and written communication skills.

Women candidates with a degree in law and experience of legal practice will be strongly preferred for this position. Familiarity with social justice and legal rights movements in Rajasthan will be a big plus.

Remuneration

Our remuneration matches pay scales of professional, field based organisations in Rajasthan. An offer commensurate with the skills and experience of the candidate will be made upon selection.

How to Apply

Please e-mail your resumé to jobs@aajeevika.org latest by 10th of May, 2023, clearly stating the name of the position (Programme Coordinator – Women for Justice) in the subject line. With the resume please send a covering letter summarising your background and stating your interest in this position. Shortlisted candidates will be invited for a screening call and online/in-person interview. The position is to be filled immediately.