International Bridges to Justice

**Switzerland**: 64 Rue de Monthoux, CH-1201 Geneva
Tel: +41 22 731 2441 • Fax: +41 22 731 2483
**United States**: 198 Tremont Street #447, Boston MA 02116-4705
www.ibj.org • internationalbridges@ibj.org

# Country Program Manager, Sri Lanka (18 month contract)

## About IBJ

International Bridges to Justice (IBJ) is a non-governmental, apolitical, non-profit organisation dedicated to protecting the basic legal rights of ordinary citizens in developing countries. Every day, millions of people around the world are arbitrarily detained, tortured, and denied access to counsel. IBJ seeks to solve this problem within our lifetime through the systemic provision of early access to competent legal representation for those arrested and accused of a crime. IBJ takes a bottom-up approach to support defenders and improve standards, and top-down to shift mind-sets of legal stakeholders and produce lasting policy change. Early engagement with competent counsel ensures that individuals will be protected against investigative torture, prolonged detention, and other due process violations. In recognition of the UN SDG 16, IBJ champions access to justice as the ultimate means to stable and fair judicial processes, healthier economies, and more secure societies. To this end, IBJ seeks professionals with significant experience successfully managing, monitoring, and evaluating Rule of Law programs in countries with developing sociocultural and economic systems, as well as substantial experience practicing criminal defence law.

We currently operate 8 country programs in Burundi, Cambodia, China, D.R.C., India, Myanmar, Rwanda and Zimbabwe and have 69 JusticeMakers fellows in 42 countries, spread across six continents. This year, IBJ is establishing a new country program focused on advancing transitional justice in Sri Lanka.

The **Country Program Manager** based in either **Kandy or Colombo** will play an integral role in working with IBJ Geneva in designing, implementing and managing the program. It is designed to prevent human rights abuses and advocate for the protection of due process rights for the criminally abused resulting in greater access to justice for all.

## IBJ Sri Lanka Country Program Manager Job Description

IBJ will operate Defender Resource Centres in Sri Lanka and will need a Program Manager to play an integral role in designing, implementing, monitoring and evaluating programs aimed at preventing human rights abuses and to advocate for the protection of due process rights for the criminally accused and victims of human rights violations.

Applicants should be fierce advocates with a demonstrated commitment to protecting basic legal rights for the poor and indigent. IBJ seeks professionals with substantial experience successfully managing, monitoring, and evaluating Rule of Law programs in countries with developing sociocultural and economic systems, as well as experience practicing criminal defence law.

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Program activities will seek to:

1. **Increase proper use of evidence and investigative techniques in trials**
2. **Build capacity of directly related actors to transitional justice**
3. **Bolster the efficiency of justice system and support those seeking justice**

## Responsibilities:

- Provide ongoing coordination and management support to ensure smooth and effective implementation of all project activities.
- Draft and evaluate capacity-building materials – (Criminal Defender Resource Manual, E-Learning modules)
- Develop monitoring and evaluation tools to track the progress of project implementation, assess needs, and design programs for improvement.
- Assist in enhancing standards, principles, forms, and internal procedures common to criminal defence clinics, as well as effective data collection and analysis.
- Develop financial management and administrative procedures and report to International Program Director recommendations for implementation of changes/improvements in procedures;
- Identify issues and risks related to program implementation in a timely manner and suggest appropriate program adjustments.
- Manage the Defender Resource Centres' staff and pro-bono lawyers from various provinces in Sri Lanka to ensure consistent project implementation and provide additional staff training/guidance where necessary.
- Assist in the development of, and offer ongoing support, to the Defender Resource Centres providing criminal legal aid and ensure compliance with IBJ program standards for criminal defence attorneys.
- Assist IBJ Geneva in developing and reviewing legal aid training modules for justice sector actors, including criminal defence attorneys, judges, police officers, etc.
- Assist in training and building the capacity of criminal defence lawyers to deliver more effective legal aid and access to justice services to the poor.
- Act as liaison between IBJ Geneva, particularly International Program Director, and Defender Resource Centres to facilitate training of criminal defence lawyers and justice sector actors.
- Facilitate program activities among justice sector actors, including government representatives, judges, prison officials, police officers, prosecutors, public defenders, and civil society organisation members.
- Create reports on fundraising opportunities in the Rule of Law sector of Sri Lanka for the IPD to review and implement as applicable.
- Maintain liaisons between the Ministry of Justice, Legal Aid Commission, Human Rights Commission of Sri Lanka, the Attorney General's department and the Bar Association of Sri Lanka.

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## Education and Qualifications:

- 5+ years experience in implementing Rule of Law programs with demonstrated monitoring and evaluation experience in Sri Lanka.
- 5+ years management experience, including direct supervision of professional and support staff and assembling teams working on international development programs in Sri Lanka.
- Knowledge of international donor administrative and procurement practices
- Experience working with criminal defence attorneys
- Familiarity with the socio-political landscape of the country preferred
- Qualifying Law Degree (LLB/GDL/JD)
- Advanced degree in Law preferred
- 10+ years as a practicing criminal defence lawyer
- **Language and writing skills:** Proficient in English **AND** Sinhalese or Tamil.
- Excellent interpersonal, communications and presentation skills
- Ability to work in complex, diverse team environments
- Ability to work independently with minimal guidance when necessary
- Proficiency with MS Word, MS Excel, MS Power Point.

## Application Process:

- Interested candidates should submit a CV/Resume (maximum 2 pages), letter of motivation, 2 references (names/contact information) and a writing sample to internationalbridges@ibj.org. Applicants should indicate in the subject line of the email: Country Program Manager Sri Lanka
- The deadline for the application is on **4th March 2018 at 5pm** (CET – Geneva Time).
- Applicants are encouraged to highlight their previous experience working in senior-level positions on Rule of Law programs, as well as any previous experience in criminal defence law in Sri Lanka.
- IBJ is an Equal Opportunity Employer. Women and minorities are strongly encouraged to apply.
- Only short-listed applicants will be contacted.