



Education, Empowerment and Access to Justice for Women and Girls

VOLUNTEER POSITIONS: LEGAL INTERN

Reporting to	Legal Officer but shadowing a paralegal
Duration	1-6 months (Full or part time at least 3 days per week)
Locations	Freetown, Makeni & Kenema
Stipend	Please note that the volunteer position is unpaid. The volunteer will be expected to cover her/his own personal expenses for the entire duration of the placement. However, AdvocAid will reimburse the international volunteer for residence permit fees, and in addition, for national volunteers also, for work-related transport costs.
Deadline	None. Will be reviewed on a rolling basis
Start date	Any time

ABOUT ADVOCAID

Since 2006, AdvocAid has grown from being a small grassroots organisation supporting female prisoners to becoming a leading organisation in Sierra Leone for providing access to justice for women and girls. Our key activities include facilitating access to legal representation for indigent women, literacy classes, welfare support, post prison support and research/ advocacy on issues related to women's rights. We have offices in Freetown, Makeni and Kenema.

For more information visit www.advocaidsl.org | www.facebook.com/advocaidsierraleone | www.twitter.com/advocaid.

LEGAL INTERNS

We are looking for university students or graduates with an interest in criminal law and human rights who want to gain experience in the human rights sphere through providing paralegal services (legal advice, education & information) to female detainees and their families in Freetown, Makeni and Kenema. Applicants will choose the location most appropriate for them.

ABOUT THE ROLE:

The Legal intern will:

- i. Shadow a paralegal to visit police lock ups and/or courts in Freetown, Kenema or Makeni on a daily basis in order to perform monitoring duties, provide women and girls with basic information on legal rights following arrest and being charged to court, perform basic interventions with the police/court officials and/or complainant when appropriate;
- ii. visit Correctional Centres, the Approved School and Remand Home (as appropriate) at least twice a month to carry out legal education sessions and provide feedback and information to detainees;
- iii. assist Paralegals, Duty Counsel and Legal Officer in Freetown to inform them of urgent or vulnerable cases where their intervention is necessary (by phone/ verbally);

PERSON SPECIFICATION:

1. Student or recent Graduate with a Diploma or degree in Law or Paralegal Studies or Peace & conflict studies or other relevant subject from a recognized university/College
2. At least 3 months previous experience working in an office environment
3. Some IT skills (especially word and email)
4. Good organizational and time management skills.
5. Works independently.
6. Able to handle responsibility.
7. Shows initiative.
8. Ability to keep information confidential.
9. Sympathizes with the ethos and mandate of AdvocAid.

DURATION

For a maximum period of 6 months, starting as soon as possible.

HOW TO APPLY

To apply, submit your CV (no more than three pages) and a covering letter (maximum one page) to info@advocaidsl.org. Please address your application to the **Legal Officer**, and write "Legal intern application" and indicate for which location in the subject line. There is no set deadline for applications and they will be reviewed on a monthly basis.

For further information, please contact the following:

- Jalahan Amara (Kenema Programme Officer) for Kenema location; email: s.e.programmesadvocaid@gmail.com.
- Julie M Sesay (Freetown Programme Manager) for Freetown & Makeni locations; email: programmes@advocaidsl.org