



**Job Announcement**  
**Program Director**

The International Legal Foundation (ILF) is hiring a new program director to focus initially on the start-up of a new program in Georgia in partnership with East West Management Institute. **The program director will embed within the Georgia Legal Aid Service for six months** to help launch a project aimed at strengthening the quality and effectiveness of legal aid services. This is a great opportunity for an experienced criminal defense lawyer to join a global team of experts who are fighting injustice and discrimination while transforming legal systems around the world.

Driven by the belief that every person accused of a crime deserves to be represented by a well-trained lawyer, the ILF has established pioneering public defender programs in Afghanistan, Indonesia, Myanmar, Nepal, Tunisia and the West Bank of Palestine that are leading the fight for equal access to justice for poor and vulnerable accused. The ILF's uniquely practical and effective approach focuses on incrementally developing the knowledge and skills of local lawyers through mentoring—not simply dropping in and providing one off trainings—empowering them to provide high-quality, client-centered, rights-based legal aid and challenge injustice. In addition to its ground-up work establishing effective public defender systems, the ILF also engages in high-level global advocacy, pushing countries, international institutions, and donors to prioritize legal aid as a fundamental human right.

The ideal candidate will be a passionate, committed advocate with experience training and mentoring lawyers on how to use the law to increase access to justice and respect for the rule of law. The ideal candidate will also have familiarity with performance standards and guidelines for quality defense representation, with successful experience working in an international or inter-cultural setting.

**Responsibilities:**

- Direct mentoring, both in person and remotely, of local legal aid lawyers on actual casework and training, as necessary, to improve litigation, trial and advocacy skills;
- Develop understanding of local law and practice and develop effective litigation strategies to advance the rights of the criminally accused by addressing entrenched rights violations and gaps between the law and actual practice;
- Oversee the development and updating of the ILF's practice manuals, training guides and sample motions in existing country programs and/or in new countries that will assist in the mentoring of local staff and identify key issues to be litigated under the specific laws of the country;
- Work with the ILF's Senior Program Director to oversee the introduction and implementation of quality legal aid performance standards, as well as the tracking of quality indicators to measure performance of lawyers;
- Draft ILF Case Notes summarizing cases that cover legal issues being addressed in ILF's program offices, and work with the ILF's communications and advocacy team on publication and dissemination;
- Manage the ILF's International Fellows Program, which places volunteer lawyers in our country

offices to provide intensive mentoring to local lawyers, including preparation of the Fellows and oversight on progress and challenges;

- Work with the ILF's Senior Program Director and the local teams on developing specialized units for quality, holistic, child-friendly and gender-sensitive legal aid;
- Work with the ILF's Senior Program Director and the local teams on developing effective and sustainable training units;
- Assist in developing and overseeing the ILF's monitoring and evaluation systems, including the case management systems used by the ILF's country programs in an effort to ensure accountability and to track continuous improvement and impact;
- Communicate with donors and stakeholders and help guide growth, expansion and sustainability of the ILF's public defender programs;
- Implement activities (trainings, workshops, consultation, roundtables, meetings) in coordination with police, prosecutors, judges, and organizations that support the ILF's litigation strategies;
- Manage the report writing and the development of publications that cover the program and further the ILF's advocacy;
- Bring innovation and creativity to interventions and initiatives that aim to build justice sector understanding of the right to counsel and their role in ensuring access to justice;
- Work effectively with the ILF's Executive Director and Senior Program Director, and program and communications staff as necessary and appropriate, in supporting the ILF's mission;
- Represent the ILF globally, including at conferences and other advocacy forums.

**Qualifications:**

- Law degree and at least 5 years of practical experience in criminal defense
- Strong preference will be given to candidates with appellate and public defender experience
- Strong and demonstrated commitment to the ILF's mission
- Experience or knowledge in international and inter-cultural exchange and learning
- Practical lawyering skills training experience
- Excellent interpersonal and written communication skills
- Demonstrated ability to work independently as well as in teams
- Ability to work within strict timelines and handle multiple tasks
- Ability and willingness to travel to conflict-affected/transitional countries, at times for extended periods of time, as needed to execute the ILF's work
- Language skills extremely helpful

Please submit your resume and cover letter with salary requirements by February 25, 2022 to [jobs@theilf.org](mailto:jobs@theilf.org).

No telephone inquiries please. Only candidates selected for an interview will be contacted.

*Antiracism, diversity, and equity are critical to our organizational values and to the ILF's mission to secure equal access to justice for all. Our success is dependent upon providing the space, resources, and support that allow our global team to bring their full selves to work, and to thrive. The International Legal Foundation is an equal opportunity employer. We practice inclusive hiring and work to achieve and maintain diversity across races, genders, sexualities, abilities, and experiences. We strongly encourage candidates of all identities to apply. System-impacted people (i.e. people with past*

*involvement in the criminal justice system, directly or through family) are also strongly encouraged to apply.*