



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

Program Director, Asia/Africa

Brief Description:

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 lifetimes through the systemic provision of early access to competent legal representation for those arrested and accused of a crime. 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.

As the **Program Director**, you will be responsible for IBJ's **Asia/Africa** program; you will be spearheading the design, implementation and management of the program 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.

About IBJ:

International Bridges to Justice (IBJ) is a non-governmental, apolitical and independent non-profit organisation based in Geneva, Switzerland. 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 lifetimes through the systemic provision of early access to competent legal representation for those arrested and accused of a crime. IBJ works bottom-up 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 leading to stable and fair judicial processes, healthier economies, and more secure societies.

We 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.



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

IBJ Asia/ Africa Program Director Job Description:

IBJ has a longstanding commitment to fostering sustainable change in the legal systems of Asia/ Africa. However, the need for qualified defense attorneys remains, as the poor and indigent in the region continue to suffer systematic human rights and due process abuses.

IBJ operates Defender Resource Centres in Asia/Africa and is recruiting a **Program Director** to help expand the reach of these operations. The Program Director will spearhead the **Asia/Africa** program planning and implementation designed to prevent human rights abuses and advocate for the protection of due process rights for the criminally accused. Applicants should be fierce advocates with demonstrated commitment to protecting basic legal rights for the poor and indigent. 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.

The Program Director will be responsible for Asia/Africa-wide planning, implementation, and project reporting of all IBJ Asia/Africa programming and training activities. In addition, this position involves overseeing program activities, and requires working with various stakeholders, including high-level government and international donor representatives. In coordination with Geneva HQ, the Program Director will set the annual Asia/Africa programming/training plan and budget. This position acts as an external representative of IBJ in communication and programming matters, and motivates IBJ lawyers, interns, and volunteers to accomplish objectives.

Program activities will seek to:

1. Improve access to justice and legal aid for the poor and vulnerable; and
2. Develop legal capacity of justice sector professionals in Asia/Africa.

The focus of this position is on Asia/Africa and will require frequent travel throughout the region.

Responsibilities:

- Provide overall leadership management and general technical direction of programmatic activities.
- Oversee quality and timeliness of project deliverables and results of the program.
- Review and oversee financial management and administrative procedures and recommend and oversee implementation of changes/improvements in procedures;



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

- Identify issues and risks related to program implementation in a timely manner, and suggest appropriate program adjustments.
- Manage all relationships with donors, international organisations, government representatives, law firms, civil society, and other relevant justice stakeholders.
- Assist in the development of, and on-going support to, Defender Resource Centres providing legal aid.
- Supervise and ensure the effective operation of Defender Resource Centres, including criminal defence training for attorneys, serving as a mentor, and overseeing national staff and counterparts.
- Develop/review legal aid training modules for justice sector actors, particularly criminal defence modules.
- Train and build the capacity of criminal defence lawyers to deliver more effective legal aid and access to justice services to the poor.
- Where appropriate, provide technical assistance to local civil society and private sector efforts to expand access to justice through legal aid and public outreach and awareness-raising.
- Foster relationships with donors, international organisations, government representatives, law firms, civil society, and other relevant justice stakeholders.
- Collaborate with justice sector actors on program activities, including government representatives, judges, prison officials, police officers, prosecutors, public defenders, and civil society organisation members.
- Identify fundraising opportunities in the Rule of Law sector of Asia/Africa.

Education and Qualifications:

- 5-10+ years of progressively responsible international work experience implementing Rule of Law programs with demonstrated strong management and coordinating skills
- 5+ years of management experience, including direct supervision of professional and support staff and assembling teams working on international development programs
- Knowledge of international donor administrative and procurement practices
- Familiarity with the socio-political landscape of Asia/Africa, preferred
- Experience providing capacity-building services and training to criminal defence lawyers
- 10+ years as a practicing lawyer in criminal defence
- Experience mentoring criminal defence lawyers
- Experience training criminal defence lawyers in trial skills
- Direct experience handling pro bono cases for the poor or other legal aid efforts
- Qualifying degree in Law (LLB/GDL)
- Masters degree in Law, preferred
- Fluent written and spoken English
- Excellent interpersonal, communications, and presentation skills



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

- Proficiency with MS Word, MS Excel, MS Power Point.

Application Process:

- Interested candidates should submit a CV, cover letter, and 3 references (names/contact information) to internationalbridges@ibj.org. Applicants should indicate in the subject line of the email: Program Director Asia/Africa
- The deadline for the application is on **Sunday 25th June at 11:59pm** (CEST – 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 focusing on criminal defence in Asia/Africa
- IBJ is an Equal Opportunity Employer. Women and minorities are strongly encouraged to apply.
- Only short-listed applicants will be contacted.
- IBJ's recruitment for this position is contingent upon award.