



VACANCY ANNOUNCEMENT

The War Child Canada “Access to Justice Programme for Women and Child Survivors of Sexual and Gender Based Violence” has been implemented in Northern Uganda for the past five years in an effort to redress the lack of legal protection for women and children survivors of the various forms of sexual and gender based violence. Our programmes are growing to include adding an advocate to our Kitgum office as well as starting an exciting new Democratic Governance Facility (“DGF”) funded project, *Information Management System (IMS) for Legal Aid Service Providers in Northern Uganda*. A computerized ‘first of its kind’ database for centralizing information from Legal Aid Service Providers (LASPs) into a system managed by the Legal Aid Service Providers Network (LASPNET) is being sought for development. The uses of the IMS will be both to assist service providers to better understand trends of cases being reported as well as to enable actors to share data internally and externally with diverse agencies but also facilitate broader trend analysis and improved coordination among LASPs and government actors.

We are seeking two qualified, experienced, dynamic and highly motivated persons to join our growing team in the following positions:

1- Senior Legal Officer

Duty Station: Kitgum

Main duties and responsibilities;

1. To represent SGBV survivors and children in courts of law
2. Receive, interview, register and maintain a proper filing system of all cases registered
3. Give legal options to victims of SGBV including children seeking legal redress
4. Facilitate ADR methods particularly mediation
5. Follow up on client’s cases and advising WCC on legal matters.
6. Facilitating legal and human rights awareness programs on radio and in the community.

Required Qualification and experience

1. The candidate must have a degree in law from a recognized university
2. A post graduate diploma in legal practice from the law development center
3. Must be an enrolled advocate of the High Court
4. Must possess at least two years working experience in a related field
5. Ability to fluently speak Luo
6. Ability to provide administrative and supervisory support to a team of Legal Assistants.
7. Ability to ride a motor cycle and possessing either a valid permit or a willingness to process one
8. Willingness to travel to any of the districts of Gulu, Amuru and Nwoya. Kitgum, Lamwo, Pader and Agago as needed.

2- ICT Expert

Duty Station: Kampala with frequent travel to Northern Uganda

Main Duties and Responsibilities

- Provide technical expertise in assessing, supporting and enhancing current IMS projects among members.
- Make recommendations on custom applications and databases that are needed for a central repository.
- Identify IMS functions that can improve efficiency of the existing case handling and reporting processes.
- Develop an electronic and custom-tailored IMS tool for all participating LASPs across the cohort of users.
- Investigate and resolve application functionality related issues so as to provide proper technical support.
- Assist the LASPNET Secretariat or IT support staff to set up an integrated database for all the members.
- Troubleshoot and identify modifications needed in the IMS framework to achieve the user requirements.
- Examine data contained in the database and identify data security issues so as to implement solutions.
- Produce technical procedures and documentation for all IMS tools including operations and user guide.
- Perform user training, quality assurance, user acceptance tests as well as assess the database integrity.
- Take part in periodic project meetings to discuss progress or issues to be resolved and report progress.
- Advise and participate in procurement committees to ensure acquisition of appropriate project inputs.
- Assist in the creation of the system design and functional specifications for all the project components.

Required Qualification and experience

The ICT Expert should have demonstrated experience of consultancy or similar engagements in a related field to this job opportunity. They should be skilled professionals with the following minimum requirements, qualifications, and experience:

At least a Degree in management information systems, information technology or have any other relevant but equivalent professional qualification(s);

- Minimum of five (5) years working experience in developing and implementing similar systems for information management;
- Extensive experience in setting up/customization of Information Management Systems for multi-user environments;
- Good analytical, problem solving and facilitating skills with a high sense of responsibilities and results-orientation; and
- Excellent skills in written and spoken English.

Vacancy Timeframe

- **25th February 2013** - Deadline for Application
- **1th March 2013** - **STARTING DATE (flexible)**

The Application Package must include:

- Detailed CV and Cover Letter in one PDF file
- PDF Copies of certificates (both professional or vocational)
- Contact information of at least three professional referees

Interested applicants should clearly state in the subject line to which position they are applying and email their Application to: laspnet.ug@gmail.com

Applicants should indicate clearly daytime telephone contact and email address. **Qualified female candidates are encouraged to apply. Only short-listed candidates will be contacted.**