



REDRESS INTERNSHIP OPPORTUNITY

1. **Post Title:** Redress - Intern
2. **Contract Duration:** 6 months with possible extension.
3. **Expected dates:** 15th January 2020 to 15th July 2020.
4. **Application Deadline:** 7TH January, 2020
5. **Type of placement:** Full time

The Independent Medico-Legal Unit (IMLU) is a governance, health and human rights non-profit organization, whose vision is A World Free from Torture, Violence and Discrimination. Our work is underpinned by a holistic approach involving litigation, medical and psychosocial rehabilitation of survivors of torture, monitoring government adherence to its human rights obligations and advocacy for policy, legal and institutional reforms. Over the last two decades, we have assisted over 5,000 victims of torture, cruel, degrading and inhuman treatment through the support of our national networks of professionals: doctors, trauma counselors, lawyers, human rights monitors and journalists.

IMLU wishes to recruit a suitably qualified person to fill the position of **Redress Intern**. This programme is charged with the responsibility of providing legal advice to all clients based on forensic medical evidence available, coordinating the representation of clients in court by lawyers forming the IMLU legal network in select cases and referrals to relevant organizations for further assistance.

Duties and Responsibilities:

1. **Client work.**
 - a) Conducting intake of cases as directed by the Assistant Program Officer/Program officer Redress this includes recording witness statements from clients and filling in all relevant IMLU forms at the intake stage as well as latter stages in accordance with IMLU's Case Management Protocol;
 - b) Assist in provision of legal advice to new IMLU clients and making referrals to different institutions for better intervention;

- c) Assist in continuous checking of IMLU client files on their completeness and giving recommendations to the APO on the next course of action to be undertaken on each file;
 - d) Assist in Conducting fact-finding visits to police stations, prison and courts as part of basic legal assistance to clients;
3. **Network and Partnerships.**
- a. Assist in the preparation and actualization of trainings for different stakeholders that IMLU works with including NCAJ, KMJA, LSK and KSL
 - b. Representation of IMLU in select trainings/conferences and networks in which IMLU is participating;
4. **Legal Research.**
- a. Development of write-ups for use in policy and legislative reform processes;
 - b. Assist in Analyzing proposed legislation and Policies and advancing IMLU's position; and
 - c. Assist in Development of legal opinion on different issues
5. **Programming.**
- a. Preparing relevant reports and recording of minutes in respect of select workshops and meetings including the case management meeting;
 - b. Provide the Assistant Program Officer with client file reports for review and decision making 7 days upon the completion of documentation;
6. Any other related duty that may be allocated by the Redress Assistant Program Officer.

Minimum Qualification

- An L.L.B degree from a recognized university having completed Kenya School of Law awaiting admission and/or admitted to the bar.
- Relevant professional experience with a reputable human rights organization or law firm is an added advantage.
- Ability to conduct effective legal investigations and documentation of Human Rights violations;
- Ability to work effectively with communities in the prevention and response to Human Rights violations;
- Excellent written and verbal skills in English and Kiswahili.

Attributes required for the position.

- Self-motivated, committed to human rights, organized and able to function well under pressure.
- Must be willing to take the initiative and work independently with minimal supervision;
- Ability to treat victim information with confidentiality
- Ability to work in a diverse team and offer leadership;
- Excellent oral and written communication skills, as well as IT competency.
- Readiness to travel outside Nairobi for field outreach

Those who meet the above qualifications and are interested should email an **application letter, detailed curriculum vitae with three relevant referees** with their current contacts and copies of relevant certificates and testimonials to jobs@imlu.org by 7th **January 2020**.

***Disclaimer:-**Only shortlisted candidates will be contacted directly; IMLU is an equal opportunity employer; IMLU considers all applicants on the basis of merits without regard to sex, religion, sexual orientation, age, marital status or disability; IMLU does not charge any fees at any stage of the recruitment process. We do not use agencies for our recruitment process.*