



The Legal and Human Rights Centre (LHRC) is a Tanzanian human rights advocacy organization founded in 1995 as a non-governmental, voluntary, nonpartisan, and not-for-profit sharing organization to empower and enlighten Tanzanians about their legal and human rights. LHRC has four offices, namely: the head office located in Kijitonyama, Dar es Salaam; a model legal aid office situated in Kinondoni, Dar es Salaam; and two sub-offices one located in Arusha and the other in Dodoma Regions. LHRC's operations are extensive, spanning all 138 districts of Tanzania's mainland, with specific interventions in Zanzibar. LHRC has a presence in remote parts of the country, made possible through its well-designed programs, promoting awareness, and providing support to enable citizens to re-imagine their communities and capacitate them in settling some disputes amicably, without resorting to protracted judicial proceedings

**Title:** Legal Aid Volunteer

**Duty station:** Dar es Salaam, Dodoma, and Arusha

**Duration:** 6 months (Extension possible)

**Contract Type:** Volunteer

**Closing date for application:** 30-Jul-2023

**Expected start date:** 1st September 2023

### **Organizational context**

Legal and Human Rights Centre (LHRC) vision is to establish justice and equitable society starts with Legal Aid Services. We provide legal aid services to vulnerable poor people who can not afford their legal presentation in searching for justice. Our service includes family disputes, basic employment rights, worker's compensation, landlord/tenant disputes, among others.

Our legal aid providers use modern technologies and relevant approaches to provide legal aid services in urban and rural areas.

## **Background**

Legal Officer ensures there is an Increase access to justice for indigent persons by providing legal knowledge, advice and support or litigation. S/He will also be responsible for identifying issues for advocacy and documenting success stories.

## **Duties and responsibilities**

- Provide legal Aid to clients.
- Reconcile and mediate client disputes.
- To update and maintain Legal Aid Management System (LAMS) and legal aid website.
- Document success stories from legal aid clients
- Identify and tap issues for advocacy from the legal aid clients attended.
- Conduct gender analysis of LAC cases for identification of advocacy issues.
- Provides quality legal Aid services to clients.
- Ensure program is implemented towards achieving desired outputs.
- Ensure timely execution of activities and other program related duties.
- Contributes towards achieving LHRC vision.
- Any other duties assigned by Supervisor.

## **Minimum qualifications required.**

To be considered for volunteering, candidates must meet the following eligibility criteria:

- Successfully completed Law School
- Completed undergraduate bachelor's degree in law (LLB)

## **HOW TO APPLY**

Please

apply through [https://recruitment.humanrights.or.tz/LHRC\\_career/career.aspx](https://recruitment.humanrights.or.tz/LHRC_career/career.aspx)

Submit a cover letter and up-to-date CV as a single document, addressing how you meet the requirements of this role. No telephone inquiries. Only shortlisted candidates will be contacted

**Closing date: Sunday, 30th July 2023– midnight**

*LHRC is an equal opportunity employer and does not discriminate in its selection and employment practices. All qualified applicants will receive consideration for volunteering opportunity without regard to race, color, religion, sex, national origin, political affiliation, gender identity, marital status, disability, age, or other non-merit factors.*