



Tanzania Women Lawyers Association  
(TAWLA)

## **JOB VACANCY**

**POSITION: PROJECT LEGAL OFFICER**

**DUTY STATION: TANGA**

### **1. ABOUT TAWLA**

Tanzania Women Lawyers Association (TAWLA) is a Non-Governmental Organization established in 1989 and registered under the Societies Act of 1990. The organization is compliant with the NGOs Act of 2002 though obtained an NGOs status in 2019. The aims and objectives of the organization are to advocate for gender equality and to promote human dignity and gender justice through policy, community action, media engagement, and legal and institutional reforms.

To this end, TAWLA envisages a society that respects, upholds, and enhances responsibilities and empowers women. Its mission is to collaborate with relevant stakeholders in creating a conducive legal and policy environment, providing diverse platforms on sectoral reform and ensuring access to justice through legal aid services, advocacy, awareness raising, strategic litigation, and research and publications on issues affecting women and children.

### **2. ABOUT THE PROJECT**

Violence against women and children, is an everyday reality for the majority of women and children in Tanzania. Given its widespread prevalence, addressing violence against women and girls should be a central development goal. In Tanzania, violence against women and children hinders the country's ability to reach its full economic potential, diverting resources from their optimal utilization and negatively impacting the country's efforts to achieve Sustainable Development Goals (SDGs) 2030, African Agenda 2063 – The Africa We Want, Tanzania Development Vision 2025, Tanzania Youth Development Policy 2007, National

Strategy for Youth Involvement in Agriculture 2016-2021, and Country Development Cooperation Strategy (CDCS). Addressing these significant challenges necessitates TAWLA's implements the project titled "Increasing Sustainable Access to Justice for Gender-Based Violence (GBV) Survivors at Bombo Hospital one stop center." Under this project, GBV survivors at Bombo Regional Hospital one stop center will be provided with comprehensive legal assistance, which includes legal advice, court representation, and the preparation of legal documents. This endeavor requires an extensive outreach effort to ensure that survivors are well-informed about the legal protections and support services available to them.

### **3. JOB OVERVIEW**

To improve access to justice for survivors of Gender-Based Violence (GBV) through a legal aid desk at Bombo Regional Hospital One Stop Center (OSC)- Tanga.

### **4. KEY RESPONSIBILITIES**

- 1: Enhance capacity of the Bombo Regional Hospital OSC to deliver quality and comprehensive services to GBV victims/survivors.
- 2: Improve coordination and referral system between the Centre and TAWLA as well as other stakeholders.
- 3: Increase GBV victims/survivors' access to justice through legal support coordinated at the center.
- 4: Ensure that the organization and its mission, programs, products and services are consistently presented in a strong, positive image to relevant stakeholders.
- 5: Supervise legal representation to clients.
- 6: Provide technical support during preparation of pleadings, proof of evidence, and legal briefs.
- 7: Undertake programs and projects related to the organization.
- 8: Supervise and provide technical support during undertaking of legal research when necessary.
- 9: Coordinate and keep record of all cases/matters handled at the OSC in the region.
- 10: To prepare the Legal aid roster and contact members in court and inform the head quarter on the status.
- 11: Prepare weekly reports for the organization.
- 12: To train and sensitize the community leaders, law enforcers, local government leaders, religious leaders, community members and women on human rights issues and GBV.
- 13: Undertaking any other duties appropriate as may be assigned from time to time.

## **5. DURATION AND TIMELINE**

The provision of legal aid work is expected to be conducted within a period of 12 months from the date of signing the contract.

## **6. QUALIFICATIONS AND REQUIREMENTS**

The Legal Officer should have the following qualifications:

- 1: A degree in law (LLB) from a recognized institution.
- 2: Current practicing license with the Bar Association.
- 3: At least 3 years of experience in legal practice, particularly in GBV cases, human rights, or family law.
- 4: Sound knowledge of legal framework and procedures
- 5: Excellent command in English (Both verbal and written communication)
- 6: Experience working with survivors of trauma or vulnerable populations is highly desirable.
- 7: Demonstrated ability to work in multi-disciplinary teams, including health, social work, and law enforcement professionals.
- 8: Strong advocacy, negotiation, and representation skills.

## **7. MODE OF APPLICATION**

Qualified candidates are requested to submit:

- 1: A cover letter outlining their interest and qualifications. A detailed CV.
- 2: Contact information for at least three professional references.

To apply, please send your application (CV and Cover letter ONLY) to [office@tawla.or.tz](mailto:office@tawla.or.tz) not

later than **31st October 2024, 1700HRS**. Applications which will be send via other emails will not be considered.

### **NB:**

- TAWLA is an equal opportunity employer.
- Applicants must have never been convicted of a violation of children's rights.
- Only shortlisted candidate will be contacted