



TERMS OF REFERENCE (TOR)

2 Junior Legal Drafters

For Justice Models (JM) and Serious Crimes

Background:

The Policy and Legal Drafting Unit (PLDU) is a department in the Ministry of Justice (MOJ) responsible to prepare the legislative policy, draft and review government legislations. In particular, the Unit is responsible to review and screen draft legislation developed by the MOJ and other ministries before submission for compliance with legislative principles and best practices, including constitutionality, international human rights standards, harmonization, and Nomo-technical rules. The unit also provides legal drafting training and guidance to other entities involved in law making in the country.

The Ministry of Justice wishes to recruit one junior legal drafter – **For Justice Models and Serious Crimes Issues** - to advise and assist the Policy and Legal Drafting Unit (PLDU) of MOJ, other justice institutions and the executive branch, in order to facilitate, coordinate, review, draft and monitor the development Justice Models and Serious Crimes for the justice sector and other relevant ministries of the federal government of Somalia. Under the direct supervision of the Head of Policy and Legal Drafting Unit (PLDU) and Senior Legal Drafters of the Unit, (or any other person that may be delegated), the junior legal drafter allotted and will assist the unit in legal related matters as follows.

Specifically, the Junior Legal Drafter for Justice Models and Serious Crimes will deliver the following results:

- Prepare, work on and implement Justice Models and Serious Crimes issues as well as contribute draft any related laws and policies of Somalia including;
 - a. Drafting and implementing Justice Model (JM) by drafting and developing all related laws and policies.
 - b. Conduct study on number of serious crimes cases both existing and upcoming cases.
 - c. Hold consultation with all relevant stakeholders by emphasizing and highlighting their ideas and contribution, based on that draft related regulations and policies and then endorse them through Council of Ministries.
- Contribute reviewing, making note comments and putting additional feedback to all laws and policies drafted other National Ministries and Institution submitted to the PLDU.

- Review all legislations and drafting laws as well as policies related to JM and serious crimes and ensure to comply with the provisional federal constitution, other federal laws as well as international human rights standards.
- Provide legal opinions and submit written reports/analyses
- Provide assistance in the presentation of the draft laws to the Council of Ministers, committees of National assembly and other stakeholders.
- Contribute to the development of a legal drafting manual to guide the Ministry of Justice and other entities involved in law making
- Performs other duties as required.

Competencies:

- Ability to lead strategic planning, results-based management and reporting.
- Demonstrated experience in monitoring and evaluation of development project activities.
- Strong communication both oral and written including facilitation skills and ability to establish good working relationships with colleagues and stakeholders in a sensitive environment. S/he must be able to respond quickly to requests for information.
- He/she must demonstrate strong interpersonal and motivational skills as well as the ability to work with minimal supervision.
- Excellent analytical skills including the ability to write clearly and concisely, and have sound quantitative skills (managing, analyzing and interpreting data).
- Broad knowledge and understanding of the mandates of Ministry of Justice would be an advantage.
- Understanding of gender issues highly desirable.
- Demonstrated competence in gender-responsive M&E required.

Required Qualifications:

- University degree in law or related field.
- At least 3 years of work/professional experience in the field of law or Judiciary.
- Legal drafting skills critical asset.
- Excellent written and spoken communication skills.
- Fluency in English and Somali languages is required.
- Experience in legal training for government an asset.

How to apply:

All qualified candidate applicants will be treated with the strictest confidence. Please send your CV, and cover letter to Ministry of Justice. You can also send it electronically to info@moj.gov.so MoJ will only be able to respond to those applications in which there is further interest.