

Terms of Reference: Justice Centre Policy and Research Fellowship 2018-2019

Purpose of position:

The Justice Centre Fellow is a position created to develop public interest policy, advocacy and research capacity in Hong Kong, while contributing to the provision of Justice Centre's pro bono partner programme.

Duration of position:

6 to 12 months, starting in July or August 2018.

Reporting relationships:

The Justice Centre Fellow is directly managed by the Senior Policy Advisor for human resource matters and policy matters, with research tasks directly managed by Senior Research Officer.

Responsibilities:

- Prepare research on international human rights law issues as they apply to the Hong Kong context for the use in policy and advocacy work, with a particular focus on forced migrant rights issues;
- Prepare policy submissions to the Hong Kong Government, United Nations bodies and other relevant outlets;
- Contribute to the development of Justice Centre's monitoring and evaluation system;
- Contribute to maintaining positive working relationships internally and externally, including with other NGO's, the Hong Kong Government and consular representatives;
- Contribute to the development of Justice Centre's policy and advocacy strategies;
- Prepare and deliver trainings to partner organisations, pro bono lawyers, and others as determined by the Senior Policy Advisor or Senior Research Officer;
- Perform other duties as assigned by the Senior Policy Advisor, Senior Research Officer or Executive Director.

Essential:

- Recent arts, public policy or law graduate (BA, MPP, LLB, LLM, JD or GDLP);
- Demonstrated ability to work independently;
- Excellent organisational skills;
- Excellent presentation skills;

- English fluency, written and verbal;
- A demonstrable passion and commitment to human rights.

Desirable:

- Experience in human rights policy, research or advocacy;
- Experience working in a corporate or an NGO environment;
- Familiarity of working with vulnerable people;
- Fluency in spoken and written Cantonese

The position is unpaid, and the successful candidate will bring his/her own funding from your university. Justice Centre will sponsor fellows for 6 to 12-month training visas.

Please e-mail your statement of interest and CV to jobs@justicecentre.org.hk with the subject line 'Justice Centre Fellow.' Applications will be accepted on a rolling basis.