



A4ID ROLE UK Programme Volunteer

Advocates for International Development (A4ID) is the charity that empowers lawyers to use their skills to fight world poverty. Through our pro bono broker, legal education services and thought leadership we are helping the legal sector to meet its global corporate social responsibility to bring about world development. For more information about our work and our partners, please take a look at our website: <http://www.a4id.org/>.

A4ID provides volunteer roles for individuals hoping to gain further experience in the legal and development sectors. We offer a variety of positions to suit individuals' skills and experience in communications, fundraising, pro bono and development learning. Roles are six months long.

All volunteers assist A4ID's staff team and are encouraged to attend meetings, contribute ideas and assist in the development of all areas of the charity and its programmes. Volunteers are very welcome and are encouraged to attend all A4ID training, including the Law and Development Training Programme and ROLE UK Learning and Development events.

About the ROLE UK Programme

A4ID's Rule of Law Expertise (ROLE UK) Programme is funded by the Foreign, Commonwealth and Development Office (FCDO) under the UK Government Overseas Development Assistance. Our Programme works with a wide range of legal and development stakeholders in the UK and abroad to strengthen the rule of law in developing countries by supporting partnerships that provide high-quality pro bono legal and judicial expertise. In doing so, our goal is to harness UK legal expertise and the potential of collaborative international partnerships to contribute towards poverty reduction, reduced inequalities and enhanced access to justice. The Programme achieves this through targeting the improvement of policies, laws, procedures and practices in the legal and judicial systems of developing countries. For more information please see the ROLE UK Programme website: <http://www.roleuk.org.uk>

Basic details

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| Application deadline | 08 March 2021 at 10:00 |
| Interview date | 15 March 2021 |
| Start date | 05 April 2021 |
| End date | September 2021 |
| Time commitment | 3 days per week |
| Usual hours | 09:30 – 17:30 (flexible) |
| Location | Initially this will be a remote volunteering opportunity. Once the A4ID London Office reopens, this volunteer opportunity can be based in The Green House, 244-254 Cambridge Heath Rd, London, E2 9DA |
| Expenses | £10.50 per day for lunch and travel |

The Role:





The ROLE UK Programme volunteer will work closely with the rest of the Programme team, particularly the ROLE UK Technical Specialist, to support the delivery of assignments, partnerships and learning, with the full range of ROLE UK stakeholders. There will be opportunities to contribute to the development of projects at the earliest stages, as well as gaining exposure to tools for analysing and evaluating the outcomes of this work. Volunteers should also gain an understanding of the rule of law development context in which the ROLE UK Programme operates. In addition, the volunteer will help develop social media and blog content and contribute to donor reporting on the Programme's activities, as well as supporting the delivery of training and events with the legal and development sectors in the UK.

Key Responsibilities

Supporting delivery of the ROLE UK Programme's international partnerships and assignments:

- Support ROLE UK Technical Specialist in assessment of applications and facilitation of application process, including context analysis in priority countries where assignments are deployed
- Support ROLE UK Technical Specialist in reviewing post-assignment reports and data, including contributions to regular reporting for the Board and FCDO
- Contribute to knowledge management tools to track assignment status and stakeholder meetings
- Observe ROLE UK partnership online activities and take notes to feed into monitoring and evaluation processes
- Compile relevant research and best practice on rule of law and effective technical assistance from other organisations, for use by ROLE UK Programme team and stakeholders
- Work with the Programme team to support other elements of the assignment or partnership development process, as required

Events and Communications

- Develop content (news reports, blogs, case studies) for the ROLE UK Programme website and social media accounts
- Attend webinars conducted by ROLE UK stakeholders and the wider rule of law development sector
- Work with the Programme team to support the development and delivery of ROLE UK events and trainings, including webinars and remote training, as required

Person specification

Required

- Commitment to making a contribution to the work of A4ID
- Strong interest in international development and rule of law
- Exceptional critical analysis and written communication skills
- Ability to conduct independent desk research
- Excellent organisational skills; attention to detail and time management
- Excellent English language skills, both spoken and written
- Competent IT skills including experience of Word, Outlook, and Excel

Desirable

- Background or training in international development, law, or related areas (e.g. politics, international relations)
- Experience drafting articles, blog posts or research papers



- Experience with remote training software, webinars and video conferencing in professional settings
- Good interpersonal skills and ability to manage professional relationships with a range of stakeholders
- Experience with knowledge management software (e.g. Salesforce)
- Experience of working in a professional NGO and/or legal organisation

To Apply:

Please fill out the [Volunteer Recruitment Form](#) and send it to A4ID using the [Online Submission Form](#) no no later than **08 March 2021 at 10:00**

If you have any queries about the role, please email hannah.bowley@a4id.org