



KENYA SCHOOL OF LAW

JOB ADVERTISEMENT

The Kenya School of Law is a public legal education provider responsible for the provision of professional legal training as an agent of the Government. The School is run under the auspices of the Kenya School of Law Act No. 26 of 2012 of the Laws of Kenya. The core functions of the School as currently constituted includes provision of the following services: -

- a) Train persons to be advocates under the Advocates Act;
- b) Ensure continuing professional development for all cadres of the legal profession;
- c) Provide para-legal training;
- d) Provide other specialized training in the legal sector;
- e) Develop curricular, training manuals, conduct examinations and confer academic awards; and
- f) Undertake projects, research and consultancies.

In order to effectively meet these expanded functions, the School wishes to recruit committed, dynamic and result oriented persons who will join the existing strong team of staff to help it realize its vision of being *"A preferred centre of excellence in legal education and training in the Eastern Africa region and beyond"*.

We are looking for independent, visionary, strategic thinkers who are customer oriented, and would effectively participate in initiating organizational transformation. Specifically, we seek to recruit: -

CAREER OPPORTUNITIES

1. LECTURER (CPD P &R) REF: KSL/HR01/2018 KSL 6 2 POSITIONS

Overall purpose of the job

Reporting to the Assistant Director, Continuing Professional Development, Projects and Research, (CPD P & R), the incumbent will teach short training courses and carry out research. The incumbent will also assist in the planning and coordination of specific programmes or projects within the department.

Job Specifications

The duties and responsibilities of the officer will entail-

- (i) Identifying the training and development needs of focus groups or professionals to be trained.
- (ii) Designing the training calendar in consultation with the Assistant Director;
- (iii) Developing and designing training resources and materials. This would include training notes and presentations, training materials and methodologies, e-learning materials, dvds, videos to meet client's needs;
- (iv) Disseminating, advertising and promoting the training programmes;
- (v) Sourcing for consultancies and funding for training programs;
- (vi) Coordinating with the other Task Groups to organize training sessions as part of a larger event or conference.

- (vii) Training of paralegals and non-lawyer professionals in integrated legal issues to enhance effectiveness in the performance of their roles;
- (viii) Developing and carrying out sensitization on emerging legal issues to create awareness;
- (ix) Carrying out legal consultancy;
- (x) Carrying out research on emerging legal issues.

Person Specification

The successful candidate will: -

- (i) Possess a LLB degree or equivalent from a recognized university;
- (ii) Be admitted as an Advocate of the High court of Kenya with at least four (4) years post admission experience preferably in a training institution.
- (iii) Have the ability to coordinate and conduct short-term legal training programmes;

Competitive remuneration package and benefits will be offered to the successful candidates.

ALL APPLICANTS are required to comply with the requirements of Chapter six (6) of the Constitution of Kenya. Shortlisted candidates will be required to provide evidence of clearance by the Ethics and Anti-Corruption Commission, Kenya Revenue Authority, Credit Reference Bureau, Higher Education Loans Board and provide a Certificate of Good Conduct.

The Kenya School of Law is committed to implementing the provisions of the Constitution – Chapter 232 (1) on fair competition and merit, representation of Kenya’s diverse communities and affording equal employment opportunities to men and women, members of all ethnic groups and persons with disabilities. **THEREFORE PERSONS WITH DISABILITIES, THE MARGINALIZED AND MINORITIES ARE HIGHLY ENCOURAGED TO APPLY.**

All applications should include the job reference number, a reliable email address, and day -time telephone contact and must be accompanied with a detailed curriculum vitae and copies of relevant certificates.

Send your application to:-

**The Director
Kenya School of Law
P. O. Box 30369-00100
Nairobi.**

The application should reach this office on or before **30th October 2018.**