



## KENYA SCHOOL OF LAW

### PART- TIME TEACHING OPPORTUNITIES

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: -

### PART- TIME TEACHING OPPORTUNITIES

#### 1. ADVOCATES TRAINING PROGRAMME

##### **Overall purpose of the job**

Reporting to the Assistant Director, Advocates’ Training Programme and Paralegal Studies, (ATP & PS), the part time teaching staff will provide training services in the Advocates Training Programme.

##### **Person Specification**

The successful candidates should: -

1. Possess an LLB or equivalent and an LLM or equivalent from a recognized university;
2. Be admitted as an Advocate of the High Court of Kenya with at least five years post admission experience;
3. Have the ability to conduct legal training at a practical level;
4. Have been trained in Andragogy skills;
5. Possess excellent communication skills with the ability to prepare and present concise oral and written reports;

6. Have excellent planning and organizational skills;
7. Have good Information Communication Technology skills;
8. Have good customer care and public relations skills;
9. Possess good interpersonal relations skills and be a team player;
10. Have the ability to work under minimal supervision.

### **Areas of Specification**

The required expertise is in the following course units: -

1. Civil Litigation
2. Criminal Litigation
3. Probate and Administration
4. Legal Writing and Drafting
5. Trial Advocacy
6. Professional Ethics
7. Legal Practice Management
8. Conveyancing
9. Commercial Transactions

## **2. PARALEGAL STUDIES PROGRAMME**

### **Overall purpose of the job**

Reporting to the Assistant Director, Advocates Training Programme and Paralegal Studies, (ATP & PS), the part time teaching staff will provide training services in the paralegal studies programme;

### **Person Specification**

The successful candidates should:

1. Possess an LLB or equivalent from a recognized university
2. Be admitted as an Advocate of the High Court of Kenya with at least five years post admission experience.
3. Have the ability to conduct legal training at a practical level;
4. Have been trained in Andragogy skills
5. Possess excellent communication skills with the ability to prepare and present concise oral and written reports;
6. Have excellent planning and organizational skills;
7. Have good Information Communication Technology skills;
8. Have good customer care and public relations skills;
9. Possess good interpersonal relations skills and be a team player;

10. Have the ability to work under minimal supervision

Areas of specification

- 1) Conveyancing
- 2) Law of other Business Association
- 3) Bookkeeping and Accounting
- 4) Law of Contract
- 5) Company Law
- 6) Office Practice and Management
- 7) Commercial Law
- 8) Criminal Law
- 9) Law of Tort

**ALL Applicants** should indicate their areas of interest and accompany their application with a detailed current CV.

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 30<sup>th</sup> October 2018

The School is an equal opportunity employer, Women and persons with disabilities are highly encouraged to apply.