

<p>Dowladda Puntland Ee Somaaliya Wasaaradda Caddaaladda, Dastuurka Arrimaha Diinta, iyo Dhaqan celinta</p>		<p>ولاية بونتلاند الصومال وزارة العدل والشئون الدينية والتأهيل</p>
<p align="center">Ministry of Justice, Constitution, Religious Affairs, and Rehabilitation Puntland State of Somalia Garowe, Puntland – Somalia</p>		

Background:

The Somalia Joint Justice and Corrections Programme (JJP), was launched in May 2023, is a four-year programme aimed at supporting the establishment of a legitimate and accountable people centered justice system.

Puntland’s justice system is improving and, and entitled government institutions are jointly cooperating to improve the justice system, but again needs enhancement at all level in terms building technological record management including the justice information management to that will strengthen the accountability, transparency, and accessibility of the system information follow.

As the result the Ministry is recruiting a coordinator who will use innovative programming that is adaptive and flexible to reflect the challenges of rule of law development in Puntland context. We encourage all qualified persons to apply.

I. Position Information	
Job Title:	ADR coordinator
Department:	Office of Director General
Reports to: Direct:	Director General
Duty Station:	Bosaso with frequent travel to Ministry’s Head Quarter
Duration and Type of Assignment: one year period with potential for extension based on performance.	

II. Job Purpose and Organizational Context
<p>The Somalia Joint Justice and Corrections Programme (JJP), was launched in May 2023, is a four-year programme aimed at supporting the establishment of a legitimate and accountable people centered justice system.</p>
<p>The formal justice sector remains weak and lacks sufficient institutional capacity at all levels and in all parts of the justice chain to provide a realistic pathway to justice for most</p>

people for the foreseeable future. At the same time, the continuing security challenges have hindered programming in many areas of the country.

The new Programme will use innovative programming that is adaptive and flexible to reflect the challenges of rule of law development in Puntland.

- (1) Apply the politically informed Rule of Law Strategy, including the adoption of a three-tiered (political, institutional and community) approach;
- (2) Take a systems approach to support the justice chain linking with other relevant programmes, including police reform, corrections, stabilization, and local government support; and
- (3) Focus on evidence-gathering and feedback loops to allow for responsiveness to a complex and evolving political environment through an adaptive programming approach.

The new Programme will strengthen and enhancing Puntland justice system, focusing on inclusivity, social and political relationships. The focus on institution-strengthen through *rule of law*, and Puntland Justice and Corrections Model which best reflects the aspirations of Somali people, recognizing the unique challenges of their context and the limitations of resources.

The programme will be people-centered and apply methodologies and innovative approaches such as Generative Dialogue (building on the 'community conversations' on justice, security and land issues under the previous programmes). The Programme will pilot the use of Generative Dialogue as a method of building collaborative leadership between communities and institutions and transforming underlying social dynamics to support the emergence of institutions that support fair and effective dispute resolution. The new Programme will focus more strongly on the methods that strengthen legitimacy of the justice system with the compliance of the formal justice system

The Programme will function at the political, institutional and community levels with strategic crossover linking each element together.

Overall cross cutting approaches will:

- Be people centered, and especially gender-responsive and promote women's access to justice.
- Promote Enhanced learning and knowledge base to support evidence-based and adaptive approaches to programming
- Apply adaptive management/programming through a number of methods, including a phased and iterative approach, the use of pilots and ongoing needs assessments to inform activity design.

III. Scope of Work

Under the direct supervision of the Director General of the Ministry of Justice, Religious Affairs, Constitution and Rehabilitation, he/she will work closely with UNDP team.

The coordinator's role is that of a facilitator who will identify bottlenecks in programming and ensure that solutions are found in a collaborative manner.

The project coordinator will provide technical support to the overall implementation of the programme. The project coordinator will serve as focal point for technical, administrative, activities related to implementation and will assist in the overall monitoring and reporting of the programme with timely delivery of high-quality project outputs. The project coordinator will support and coordinate with UNDP, UNSOM and UNODC staff, CSOs.

IV. Duties and Responsibilities

Summary of Key Functions:

1. Strategic and programme implementation functions

- Organize meetings and provide progress update which is results based for all justice and judiciary sector covering District stakeholders
- Together with the Department of Planning, supporting the implementation plan based on justice sector strategy (Five year plan)
- Provide monthly results based update on all LoA activities.
- Prepare impact stories for news bulletin on monthly basis on justice and judiciary sector which are supported by JJCP

2. Administrative support functions

- Provide substantive inputs in the formulation of detailed work plan and budget and design of new activities under the programme
- Provide administrative support to the team in preparing and processing programme changes in scope and supplementary financing
- Provide inputs to progress reports particularly on fund utilization
- Provide logistical support in organizing events, including the preparation of budget estimates, coordination with participants, facility use, among others

3. Coordination support Functions

- In coordination with Director General prepare agenda, meeting invitation, presentations for the Rule of Law working group
- In coordination with Director General coordinate and facilitate communication between with Puntland Justice Sector institutions.
- Work closely with the alternative dispute centers, to improve the community dialogue, and peaceful negotiations.

4. Monitoring and Evaluation

- Coordinate data from all districts specially data from Community Justice Centers on number of cases solves per month
- Support JJCP in the implementation of annual rule of law perception survey in the state

5. Integrative Justice Solution (ADR, NV and GD):

- Work closely with community liaison officers on the ground to Identify and collect emerging practices and lessons learned in area of intervention regarding NVC, generative dialogue and integrative justice solutions
- recommend and support the translation of emerging practices and lessons learned into handbooks guidelines and policy Support the establishment of ADR mechanisms in the area of intervention with empahisis placed on establishing structure and linking the different actors involved in conflict resolution mechanisms
- Support NVC and Integrative justice solutions experts in Delivering training and facilitating NVC and GD session in the Districts
- Support implementation of handbooks, guidelines and policies at FMS level
- Review and compile reports from community liaison officers
- Support M&E through compilation of success stories and micronarratives collected by community liaison officers
- Train, mentor and coach ministry staff to ensure their capacities development and transfer of functions

Benchmarks to be achieved

1. Monthly LoA reporting
2. Monthly impact stories
3. Prepare information for monthly DG meeting
4. Prepare concept notes and event reports for all activities in the state
5. Prepare quarterly reports and annual LOA report

V. Recruitment Qualifications

Education:	Bachelor Degree or equivalent in law, public administration, social sciences, or any related field and with at least 3-5 years of relevant experience in the field of policy making, rule of law and program management/ coordination.
Experience:	<ul style="list-style-type: none"> ▪ Minimum 3 year experience working on justice at both ministerial and non-governmental organizations ▪ Proven knowledge of the Puntland Justice System, work experience with Ministry of Justice, Judiciary, Attorney General Office, ▪ Knowledge of Governmental and Non-Governmental Organizations provision of justice services including gender justice; ▪ Experience with formal, informal justice (alternative dispute resolution mechanisms) is an asset; ▪ Experience in training justice sector actors and civil servants in Somalia or any other country. ▪ Experience in conducting coordination meetings at both senior and technical level attendance including National/ international stakeholders.

	<ul style="list-style-type: none"> ▪ Knowledge and practical experience on Non-violent communication
Language Requirements:	Fluency in oral and written English and Somali
How to apply	<p>Qualified Consultant Candidates with the required skills and qualifications are invited to submit:</p> <ul style="list-style-type: none"> ✓ CV ✓ Cover letter ✓ 3 Reference with their details. <p>Interested candidates should submit their applications via e-mail mojcrarfinanceoffice@gmail.com and copy with dq.mojrar@plstate.so not latter that 25 Jan 2025 at 4:00PM in Somalia time.</p>