International Bar Association (IBA)

Project Lawyer

The International Bar Association, established in 1947, is the world’s leading international organisation of legal practitioners, bar associations and law societies. The IBA influences the development of international law reform and shapes the future of the legal profession throughout the world. It has a membership of more than 80,000 individual lawyers and more than 190 bar associations and law societies spanning over 170 countries. It has considerable expertise in providing assistance to the global legal community.

The Legal Policy and Research Unit (LPRU) is a policy centre which creates strategies and initiatives to address some of the most pressing concerns faced by the global legal profession. The scope of its work has developed rapidly, from supporting the IBA’s committees to working with a broad range of international organisations, bar associations and governments, developing independent projects and providing specialist consultation. It releases reports and guidelines, provides training for lawyers, law societies, and law students, as well as consulting on domestic and international policy, in fields such as commercial law, anti-corruption, professional ethics and integrity, and business and human rights.

The Role

Location: London

Employment term: Permanent

Overview

Reporting to the LPRU Director, the Project Lawyer will work alongside other Project Lawyers and will be involved in various global commercial projects including but not limited to Business and Human Rights, climate change and sustainability (ESG). The Project Lawyer will propose, promote, develop, project manage and execute legal initiatives and projects from inception to completion, including conducting research, interviews and writing reports.

Key accountabilities

Under the supervision and guidance of LPRU Director, the Project Lawyer will be expected to fulfil the following key accountabilities:

- Represent the IBA at relevant legal events and conferences, particularly those related to the areas of Business and Human Rights;
- Collaborate and engage with IBA committee members, (notably the Business and Human Rights Committee), local and international legal professionals, international organisations, the private sector and civil society organizations in the delivery of workshops, conferences and training;
- Develop and sustain relationships with other international and professional organisations, governments, academic institutions, and other entities as required for project development;
- Encourage and coordinate IBA committee member involvement in the projects led or promoted by the LPRU;
- Draft legal reports and recommendations on a variety of legal topics, particularly in the areas listed above;
- Identify and write items of interest for IBA publications and other professional publications;
- Attend and/or present at conferences, seminars, workshops, trainings, roundtables and lectures in various international locations and providing written reports;
- Support and collaborate with other LPRU team members in the development and execution of all LPRU projects where needed;
- Participate in the selection process of interns and provide guidance and direction to them during their work experience placements.

Salary:
£47,000

How to apply

If you would like to apply, please send your CV with a covering letter (stating where you saw the advertisement) to: recruitment@int-bar.org

Closing Date:
31 January 2024
Standards
In carrying out the above, the employee will at all times adhere to the highest professional standards and to IBA procedures and policies as directed.

Qualifications, Skills and Experience
Applications are invited from candidates with:

- A law degree or relevant law conversion qualification and higher degree in a relevant discipline (ideally LLM);
- At least three years’ experience of practical and varied legal experience, including experience in a corporate legal environment or corporate law from an academic environment.
- Experience in project management and budgeting;
- Experience in report writing;
- Strong research and analytical skills;
- Confident communication and presentation skills;
- Fluent written and spoken English. (Fluency/high competency in a second language would be an advantage)
- Versatility, strong problem-solving skills, a creative and innovative mindset and proven experience of working well within a team;
- Ability and willingness to travel.
- (Experience in business and human rights, environment, sustainability, public interest litigation and rule of law related work are preferred).

For more information, contact recruitment@int-bar.org