**TERMS OF REFERENCE**

**Ref: BAD 106-2024**

**September 30, 2024**

**Lawyer / legal aid services**

*Mouvement Social – NGO*

*“Access to justice project/ in the police stations and courts”*

# BACKGROUND

Mouvement Social (MS) is a national, human-based non-governmental NGO. MS has been working since 1961 toward sustainable development over all Lebanese territory while adopting a secular approach. It aims to build a fairer humane society, to improve the citizenship engagement and autonomy of the marginalized individuals and communities through socio-economic development projects. MS works to satisfy individuals’ basic needs, to empower community members and to build supportive social networks. MS is intervening through its twelve community centers spread all over Lebanon toward achieving societal change and community development. It does not only intervene on behalf of its beneficiaries to improve their access to their rights; MS also works to increase awareness on social issues and lobbies decision makers to promote policies that take into consideration the basic rights and needs of those targeted. Through its programmes, MS focuses on several areas and intervenes in various sectors i.e. education, child protection, volunteering and community mobilization, social rehabilitation and reintegration of juveniles/ women in conflict with the law, sustainable socioeconomic development, and economic empowerment of vulnerable and under-served groups youths and women in particular. Over the years, MS had the privilege to intervene in the country’s most marginalized localities and to serve the most disadvantaged populations, which enabled it, through a social learning approach, to acquire the necessary expertise and align its activities to the exact needs of the local community.

# Presentation of Access to justice project at MS

* Rehabilitation of juveniles inside Roumieh prison (Vocational training, social and familial intervention, psychological intervention, legal services and production workshop)
* Follow up in the reintegration phase after their release (case management, legal services and professional referrals)
* Follow up of the execution of the non-custodial measures (community service and supervised freedom)

# TASKS & RESPONSABILITIES

**The main responsibilities are:**

* Following up and providing consultations for children in conflict with law inside police stations and courts.
* Provide legal follow up and support for children inside police stations and courts, and continue follow up when they are released
* Conducting field missions through visiting the police stations and the courts and giving legal sessions explaining the 422/2002 that aims to protect Children that are in conflict with or in danger or from vulnerable societies for example refugees, in addition to criminal procedures law. The aim is to provide them with knowledge they need to become aware of the law and the legal procedure that apply to their legal files.
* Coordinating with UPEL social workers intervening in the police stations and the courts related under the supervision of the project coordinator
* Reporting to the project coordinator at MS on weekly basis about all the cases updates at court and to the lawyer team leader when available.
* Submitting release claims for the children in their legal files in court and following up on their cases throughout the legal phases.
* Reporting back to the children in prison along with the social worker following up on them.

**The limits of responsibility:**

* Commit to the tasks and priorities required;
* Commit to deadlines required to carry out the tasks;
* Commit to the supervision of the Project Coordinator

# REQUIRED QUALIFICATIONS

* Registered in the BAR association
* 2 – 3 years of experience in litigation and criminal procedures
* **Experience in criminal law and child rights**
* Proficient in Arabic and one foreign language is a must;
* Excellent conversational and organizational skills.

**Attitudes:**

* Commitment to the vision, mission, goals and values of MSL;
* Confidentiality of information;
* Firmness of the claim.

# WORKING HOURS & DURATION

2 days per week (5 hours per day) – 2 TO 3 MONTHS

# HOW TO APPLY

Bids (TECHNICAL AND FINANCIAL) should be sent by e-mail to Mr. Pierre Hattouny, procurement officer: [p.hattouny@mouvementsocial.org](mailto:p.hattouny@mouvementsocial.org) mentioning the TOR reference (BAD 106-2024).

# PAYMENT

* In fresh dollars.
* Payment conditions: Bank check in USD cashed fresh money from Fransabank (Badaro branch) – Bank commission ($6/1000) payable by the service supplier.

# DEADLINE for application: October 8th, 2024

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