



Papua New Guinea Centre for Judicial Excellence (PngCJE) Supreme & National Court of Justice



PROGRAM OFFICER (JUDGES AND MAGISTRATES)

The concept of Judicial Education was recognised by the Judiciary some time ago as was the need to develop structured judicial programs to the Judicial Court officers as a necessary tool to achieve Judicial Excellence. The Board of the CJE has the aim to expand judicial education and training programs to cater for the needs of other smaller Pacific Nations in addition to meeting the needs of the PNG Judiciary.

The National Judicial Staff Services through the Board of Directors of the PngCJE is seeking to recruit a dynamic Program Officer (Judges and Magistrates) to provide planning, coordination and implementing support of judicial educational programs under the guidance of the Deputy Executive Director in support of the overall directive by the Executive Director of the PngCJE/PicCJE.

The Program Officer (Judges and Magistrates) will assist and support the Deputy Executive Director on a day to day basis. The Program Officer (Judges and Magistrates) supervises a staff of 2.

Key Accountabilities

- Efficient programming and implementation of judicial educational programs and activities
- Assess, develop, deliver and evaluate continuing judicial education programs
- Curriculum development and design and budget management

Educational Qualifications

Qualified lawyer admitted to practice in a Commonwealth Jurisdiction with a minimum of 2 years PQE

Essential Experience

Experience in managing high profile learning activities. Developing budget and grant monitoring systems. Experience in designing and implementing continuing judicial education programs.

Personal Qualities

- Capacity to conceptualize program interventions
- Excellence Organizational skills
- Comfortable planning and delivering multiple activities under pressure to strict deadlines and precision
- Tact and Diplomacy

An attractive remuneration package similar to those offered to Technical Officers engaged on contract in government service in PNG is being offered for this level position. This position is available to PNG citizens and non-citizens from within and outside PNG.

Completed applications can be marked Program Officer (Judges and Magistrates) and forwarded to PO Box 7018, Boroko, NCD. Alternatively you may send your cover letter and resume to jcarey@pngjudiciary.gov.pg. Applications close on Friday 30th March 2018. Only shortlisted candidates will be contacted.

Information is also on the Website; www.pngjudiciary.gov.pg under News & Events, Advertisement.