



Federal Republic of Somalia  
Ministry of Justice

**Interns Deployment Plan and Tasks**

The interns will be deployed and mentored in the following units at the Ministry:

Unit	of Interns to be Deployed	Tasks
<b>Policy and Legal Drafting Unit</b>	3 Interns	<ul style="list-style-type: none"><li><input checked="" type="checkbox"/> Assist the Senior Legal Drafters in their day-to-day work.</li><li><input checked="" type="checkbox"/> Create a database of laws passed by federal parliament and published on the government Gazette.</li><li><input checked="" type="checkbox"/> Assist in the organization of Monthly Legal Aid Coordination Meetings</li><li><input checked="" type="checkbox"/> Assist in the organization of a consultation workshop to review national legal awareness strategy and reach an agreement on priority topics and audiences for nationwide legal awareness campaign.</li><li><input checked="" type="checkbox"/> Assist in the design and dissemination of public awareness campaign on rights and obligations.</li><li><input checked="" type="checkbox"/> Assist in compiling database of registered legal professionals.</li></ul>
<b>Public Complaints Coordination Office</b>	2 Interns	<ul style="list-style-type: none"><li><input checked="" type="checkbox"/> Assist in the day-to-day work of the Public Complaints Coordination Office.</li></ul>
<b>Permanent Secretary Office</b>	1 Intern	<ul style="list-style-type: none"><li><input checked="" type="checkbox"/> Assist in the day-to-day work of the Permanent Secretary Office.</li></ul>
<b>PSG 3 Rule of Law Coordination Mechanism</b>	1 intern	<ul style="list-style-type: none"><li>• Assist in the day-to-day work of the PSG3/Pillar planning.</li><li>• Reach out to Regions and gather participant names.</li><li>• Work with operation department to plan logistics.</li><li>• Ensure participants are picked up from airport and hotels are ready.</li><li>• Prepare agenda</li><li>• Take sign in sheet</li></ul>
<b>Media and Public Relations</b>	1 Intern	<ol style="list-style-type: none"><li>1. Assist in the day-to-day work of the media relations.</li><li>2. Take photos and share with IT manager</li></ol>

**How to apply:**

All qualified candidate applicants will be treated with the strictest confidence. Please send your CV, and cover letter to Ministry of Justice. You can also send it electronically to [jobs@moj.gov.so](mailto:jobs@moj.gov.so) before 25 june 2017 MoJ will only be able to respond to those applications in which there is further interest.

