

ATSG-Belize Legal Drafter

Please apply no later than **December 20, 2024** to the position posted in our career website or contact recruiter Maria Martinez mmartinez@atsgcorp.com

Specialist Advisor (Belize Legal Drafter)

<https://jobs.atsgcorp.com/careers/41068-General/jobs/16575849-Specialist-Advisor-Belize-Legal-Drafter?location%5B0%5D=Belize+City%2C+Belize>

DUTIES AND RESPONSIBILITIES

- This position may be located remotely and may require one short trip (3 full days) to Belize City and receives technical direction from the INL Belmopan Justice Sector Program
- Receives guidance from and provides regular updates to the Chief Justice of Belize
- Assist the government of Belize to engage in legislative reforms to assist the Senior Court of Belize to enact best practices in governance for both the executive and the legislature that will ensure meaningful accountability and transparency. These include:
 - legislation to enact a Civil Procedure Rule;
 - Drafting of Sentencing Guidelines for Belize
 - Mediation Procedural Rules
- Liaise with Justice Sector stakeholders regarding current procedures
- Undertake a review of relevant national legislation in relation to the drafting instructions
- Prepare draft legislation and protocols
- Work with the Chief Justice and the Attorney General's Ministry on the development of the draft legislation
- Coordinate with stakeholders and develop consultation reports containing outcomes, analysis of the recommendations, and a list of people consulted
- Facilitate consultation on draft legislation and train line ministries on enforcement of draft legislation
- Develop supporting material, including explanatory memorandum or white paper, legislation implementation plan and cabinet paper for the draft legislation,
- Be prepared to support draft model legislative briefs.
- Advise INL Belmopan on issues and potential resolution
- Provide advice where, in the opinion of the drafter, new Bills or amendments may conflict with existing legislation.
- Provide legislative drafting assistance in line with national, technical and procedural

- Provide reports to INL Belmopan in accordance with individual workplan

QUALIFICATIONS

- MRPT or RSO security clearance
- USN, TCN, or LN
- FSI level 4/4 English
- A law degree from a recognized and reputable institution in the Commonwealth.
- Ten (10) years of professional legislative drafting experience.
- Experience working within an Attorney General's Chambers, Law Reform Authority or similar organization.
- Five (5) years professional Experience working on British, Caribbean or Commonwealth laws.
- Ability to engage with a cross-section of stakeholders in the public and private sectors.
- Knowledge and understanding of Belizean, Caribbean or Commonwealth Constitutions, statutes, and subsidiary laws.
- Experience working with Parliamentarians.
- Proven ability to work under pressure and meet deadlines.
- Excellent communication skills as well as the ability to communicate fluently in English (spoken and written)
- Must have a reliable internet connection with videoconference capability (i.e. Zoom) to communicate on a regular basis with government counterparts in Belize

PREFERRED QUALIFICATIONS

- A postgraduate degree in legislative drafting