



## **SOUTH AFRICAN HUMAN RIGHTS COMMISSION**

27 Stiemens Street  
JD House  
**Braamfontein**  
2017

Private Bag X 2700  
**Houghton**  
2041

Tel.: 011 877 3600

### **PROJECT ASSISTANT- National Schools Moot Court Programme**

#### **REQUIREMENTS:**

An LLB degree or equivalent qualification. Demonstrated previous experience of coordinating and implementing a moot project at tertiary level would be an added advantage.

#### **KEY OUTPUTS:**

The project assistant will implement the operational tasks pertaining to the National Schools Moot Court Programme in a timely and effective manner, by assisting the implementing team in the following:

- Successful administration and implementation of the 2023 project,
- Engage with current and identify new strategic stakeholders,
- Develop Agreements of Cooperation with new partners,
- Convene stakeholder engagements, meetings and provide secretariat support to key project committees,
- Develop an analytical narrative report and assist in accounting on the expenditure,
- Develop the 2024 problem statement and resource pack and,
- Perform any other relevant tasks as may be required regarding the project.

#### **TERM OF OFFICE AND REMUNERATION:**

This appointment is for a period of three (3) months

**Transforming Society. Securing Rights. Restoring Dignity**

Together, respecting and realising human rights.

**Chairperson:** B C Majola; **Deputy Chairperson:** F Chohan; **Commissioners (Full-Time):** A H Gaum; A M Makwetla; P Ntuli  
**Commissioners (Part-Time):** A C Nissen, J B Sibanyoni; **Chief Executive Officer:** V Mkhize