

Call for Applications | Assistant Director- Litigation Fellowships

The National Law School of India University (NLSIU) invites applications for a full-time (contractual) role of an Assistant Director- Litigation Fellowships, for a period of one year (extendable based on performance). The role will be based out of the NLSIU Bengaluru campus (with occasional travel).

About the Litigation Fellowship Programme

The Litigation Fellowship Programme is an annual fellowship that seeks to provide financial, technical and mentorship support to early-career trial court lawyers across India, with a focus in Karnataka. The fellowship is up to two years and is targeted at first-generation lawyers especially from less represented communities in the legal profession. Up to 30 lawyers will be selected each year. Through financial support, curated skill-building workshops and carefully designed mentorship arrangements, the fellowship aims to contribute to diversifying legal practice and promoting professional development.

About the Role

We seek an experienced candidate to lead the implementation, coordination, and expansion of the litigation fellowship programme.

Key Responsibilities

1. Program Management:

- Manage the litigation fellowships programme including selection and onboarding of the fellows, design and delivery of skill building workshops, periodic review meetings, case documentation, and supervision of other tasks as required.
- Provide inputs into and guide the formulation of workplans, strategy documents, reports and resource material together with the faculty.
- Develop, streamline and coordinate mentorship arrangements with senior advocates, judges and academics for the fellowship programme.
- Develop and maintain workflows, timelines, and reporting mechanisms
- Oversee logistics arrangements and ensure compliance with university procedures for the implementation of the fellowships
- Oversee and ensure timely and proper submission of accounts in compliance with university policies and procedures as well as funder requirements.
- Steer the outreach and communication initiatives about the fellowships programmes on NLSIU platforms as well as popular media platforms.

2. Stakeholder Coordination:

- Collaborate with faculty, students, NGOs, judiciary members, and grassroots organizations to strengthen fellowship activities.
- Liaise with trial courts, bar associations, and legal aid authorities to identify fellowship opportunities.

3. Monitoring & Evaluation:

- Track program outcomes, compile impact reports, and recommend improvements.
- Conduct field visits to monitor fellowship progress.

4. Fundraising & Outreach:

- Assist in drafting grant proposals and donor reports to sustain and scale initiatives.
- Organize workshops, conferences, and advocacy campaigns to promote the department's work.

Reporting

The Assistant Director will report to the Director (Clinics and Fellowships).

C. Application Details

Qualifications

Essential:

- Bachelor's degree in law, or master's degree in social work, public policy, or related fields.

Desirable:

- Master's degree in law

Experience

Essential

- 7+ years in project/program management, preferably in legal education, access to justice, or nonprofit sectors.
- Demonstrable experience with project management tools
- Strong communication, leadership, and problem-solving skills.

Desirable

- Work experience in clinical legal education, criminal justice systems, and/or legal aid systems
- Ability to multitask and handle large and complex tracking systems and reporting matrix

How to Apply

Submit the following to [email] by [deadline]:

- Updated CV.
- Statement of Purpose (500 words) outlining your suitability.
- Contact details of two professional references.

Compensation

- Commensurate with experience, within a range of 1,00,000-1,20,000

For any queries, please write to recruitment@nls.ac.in

Deadline

The last date for submission of applications is **January 09, 2026, 2025, at 5 pm.**