

ANIMAL LAW REFORM SOUTH AFRICA (ALRSA): VACANCY FOR EXECUTIVE DIRECTOR, LAWYER

ALRSA is the first and only dedicated animal law non-profit organisation in South Africa and is a registered non-profit company and non-profit organisation. It is a young organisation that seeks to utilise the law to advance and protect the interests of animals, humans and the environment.

ALRSA is seeking a dynamic executive director to develop and lead the organisation and its institutional footprint and drive animal law efforts in South Africa. Such individual must be an outstanding candidate, aligned to the vision and mission of ALRSA and passionate about the protection of animals, the environment and social justice.

This is a fixed-term, one year appointment with the intention of a longer-term appointment (pending funding). The incumbent ideally should be able to start in October. The successful candidate must be located in South Africa but will work remotely at a location of their choice with travel required from time to time.

ALRSA believes all animals have intrinsic value and deserve to be legally protected. We were founded on the principle that justice is enhanced where legal protection is available to all sentient beings. Our founding value is therefore that human rights are enriched – not impoverished – by including animals in the notion of justice.

Through our main pillars: Animal Flourishing; Social Justice and Law, as well as through collaboration, we believe we can achieve incremental change for vulnerable beings and ensure that their interests are accounted for in the legal system.

We utilise innovative and creative approaches to public interest lawyering through our three main focus activities: 1. Legislative & Policy Reform; 2. Research & Education; and 3. Litigation & Legal Services.

EXECUTIVE DIRECTOR DUTIES:

- Utilise law, policy and governance tools in pursuit of animal flourishing and social justice
- Together with the board, provide strategic direction to ALRSA, facilitate long-term strategic planning of the organisation and its work and identify opportunities for the organisation
- Administer and manage the day-to-day running and lead all aspects of the organisation
- Oversee, drive, actively contribute to and implement the focus areas of ALRSA's work, namely, litigation and legal services; legislative and policy reform; and research and education
- Be responsible for fundraising, maintaining positive donor relations, donor reporting and all donor requirements
- Manage and contribute to existing programmes, projects, relationships and commitments of ALRSA including the Corporate Accountability Programme
- Be a spokesperson for the organisation and engage with the media and public where appropriate

- including presentations, interviews, articles, podcasts, events and other engagements
- Be responsible for all financial matters relating to the organisation including the financial affairs, financial health and fiscal integrity and working with the accounting officer and auditors on relevant financial documents
 - Ensure regulatory and other compliance with all relevant requirements of the organisation with relevant bodies and government departments including those required of companies, non-profits, public benefit organisations and other requirements applicable to the organisation
 - Manage ALRSA's social media presence and platforms, media engagement and publicity including creating content and managing content, moderating pages and working with personnel
 - Manage, recruit and engage with hire personnel, staff, consultants, contractors, volunteers, students, lawyers and all other individuals involved in ALRSA's work and ALRSA's networks
 - Network and ensure positive relationships with organisations and individuals involved in animal law, animal protection, social justice, law, environmental and conservation organisations and related areas as well as dedicated committees of the organisation
 - Maintain a positive, safe and healthy organisational culture which is encompassing, diverse, transformative, welcoming and inclusive
 - Research and stay on the cutting edge of animal law and related legal and other developments (in inter-related fields and disciplines) and employ creative approaches to achieving inclusive justice
 - Drafting materials and documents including submissions, proposals, emails, letter, invoices, reports, PowerPoints and others
 - Streamline ALRSA's functioning and processes, utilise and monitor various platforms
 - Evaluate the efficacy of and report on the organisation, its work and involvements and identify and implement opportunities for improvement
 - Develop and implement effective organisational policies
 - Assist with ALRSA's educational initiatives including animal law courses at universities
 - If and once registered, manage ALRSA's law clinic and work with attorneys and advocates in legal proceedings and matters including ensuring compliance with legal professional rules and other relevant requirements with other bodies
 - Attend sessions, symposia, congresses and conferences, and make presentations to relevant stakeholders in such settings and other meetings and fora, as required
 - Draft agenda and minutes of, attend board meetings and report to and work collaboratively with the board of directors including keeping them regularly informed and appraised of matters and requesting input and review where appropriate, including by reporting at board meetings, which typically take place after hours
 - Ensuring good governance of the organisation and positive reputation and external identity
 - Other duties typical to an executive director and non-profit management role of this nature

QUALIFICATIONS

- An LLB or equivalent qualification
- An advanced degree in law (such as an LLM or LLD related to the pillars of ALRSA) or a related discipline will be an advantage
- A minimum of four years of professional experience in the legal/non-profit/or project management fields
- Admission as an attorney or as an advocate of the high court is a definite advantage

SKILLS:

- Excellent oral and written communication skills, public speaking is a definite advantage
- Strong management, organisation, decision-making and leadership skills and experience
- Ability to undertake academic, legal and field research and write in a scholarly and professional manner
- Capacity to understand, initiate and drive litigation, including drafting legal pleadings and working with counsel and attorneys
- Ability to produce written articles, green and white papers and reports for publication
- Ability to produce legal materials including legal memoranda, submissions on law and policy, contracts, letters, proposals to parliament and government and the like
- Ability to think about the law and policy as an instrument of social justice, to advance animal protection together with human rights and the well-being of the environment
- The ability to engage with diverse audiences, including local communities and individuals, the media, government, industry and business, students, lawyers and other stakeholders on issues that fall within the mandate and work of ALRSA
- A self-starter, who is able to work remotely, independently and under pressure, including on urgent and complicated issues
- Ability to collaborate with other organisations and individuals in the relevant fields with strong interpersonal and relationship skills and engaging with diverse audiences and stakeholders
- Experience in at least some of the following areas are critical: social justice, human rights, animal law, animal welfare, animal advocacy, environmental law, constitutional law, administrative law, campaigning and related areas
- Fundraising, donor relationships, reporting compliance and project management experience is a major advantage

ENQUIRIES:

Contact ALRSA at contact@animallawreform.org for further information about this role.

TO APPLY:

Applicants are invited to apply by sending your application via email to contact@animallawreform.org by no later than **5 September 2023**

Please submit all of the following:

1. A detailed CV including any relevant links
2. A covering letter motivating why you are interested in the position; why you have the necessary qualifications, skills and experience for this position based on the requirements above; and your alignment with the vision and mission of ALRSA
3. Reference Letters from two references including contact details and a short bio of the relevant person and contact details of a third reference
4. Certified / copies of degrees/diplomas and an academic transcript, if available
5. A writing sample of approximately 10 – 25 pages (may include academic articles, book chapters, pleadings or other legal documents or writing to illustrate applicants written abilities)
6. Consent that we can utilise and store your personal information with respect to and for purposes of this job application
7. Any other relevant supporting documents for consideration (optional)

Only short-listed candidates will be contacted to proceed to subsequent rounds which may include written assessments and/or interviews with the board of directors.

Animal Law Reform South Africa reserves the right not to make an appointment and to independently verify all information provided by candidates.

The starting base salary is **R40,000 per month** (or ZAR 480,000 per annum) gross amount with incentives to fundraise for additional monthly income and possible extensions of the contract.

We strongly encourage applications from applicants of diverse backgrounds who represent the demographics of South Africa and Africa.

CLOSING DATE:

END OF DAY 5 SEPTEMBER 2023