

საქართველოს ახალგაზრდა იურისტთა ასოციაცია  
GEORGIAN YOUNG LAWYERS' ASSOCIATION



# Job title: Project coordinator/ Head of Georgian Media Legal Defense Center

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## Requirements

- Higher education in Law
- Experience of working as a defense lawyer/legal consultant
- Demonstrated experience in media law and knowledge of media law reform efforts and issues in Georgia

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- Demonstrated managerial experience
- Computer literacy
- Knowledge of English
- Should have passed bar exam

## **Main duties and responsibilities**

- Manage GYLA's Media Legal Defense Center
- Coordinate work of lawyers in the Center
- Plan and implement work envisaged by the project
- Coordinate activities of employees working in the frames of the project
- Prepare plans and reports within a project
- Provide information timely to donor and partner organizations
- Work in coordination with GYLA's offices
- Provide journalists with legal consultations
- Prepare legal documentation for journalists and work as a defense lawyer for them
- Elaborate legislative proposals in area of media law
- Prepare publications and researches in area of media law
- Maintain GMLDC web-site, keep it updated
- Promote activities of GMLDC through social media and face-to-face meetings
- Other duties as assigned.

## **Necessary documents:**

- Application for the selected position;
- CV
- Motivation letter;
- Copy of a diploma;
- Two recommendation letters;
- Certificate of membership of the Georgian Bar Association

**Application deadline: June 18, 2013.**

**Contact Persons: Ani Tabidze, Tamar Sarajishvili**

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(995 32) 295 23 53

**Working hours** 10:00-18:00