



Khyber Pakhtunkhwa Judicial Academy

Old Session Courts Building, Jail Road, Peshawar,
Khyber Pakhtunkhwa, Pakistan
Phone: +92-91-9210744 | Fax: +92-91-9213078
Email: info@kpja.edu.pk | URL: www.kpja.edu.pk

TERMS OF REFERENCE FOR SPECIAL SERVICE AGREEMENT

Position: Principal Investigator

Number of Positions: 1

Length of Contract: 6 months

Start Date: June 2013

Duty Station: Peshawar (With frequent visits to Swat)

Main Duties: Overall Design, Supervision, Analysis and Writing up of research study

1. Background:

The Khyber Pakhtunkhwa Judicial Academy (Academy) is currently implementing two research projects:

- a. ADR: Gaps between the Formal and Informal Justice System in Malakand
- b. Civil disputes culminating into criminal conflicts

Both projects are being funded by the United Nations Development Program (UNDP) under SRLM programme. Project one seeks to enhance the efficiency of justice services delivery in the militancy hit Malakand that shall, in the long run, contribute to lasting peace through the establishment of the rule of law. In order to assess the extent of gaps between formal and informal dispute settlement mechanisms in Malakand division of Pakistan's Khyber Pakhtunkhwa province, a baseline assessment is envisaged to capture the larger canvas of all the related issues around legal empowerment, the nexus of poverty/ vulnerability and formal/informal justice system and the various mechanisms of redress mechanisms available for all. This baseline assessment will not only map the entire landscape of the formal and informal justice system vis-à-vis performance of justice system but will also attempt to delineate the issues of access, knowledge, attitudes and practices. Thus it will comprehensively inform the subsequent project interventions along with providing milestones of achievements.

Project two seeks to explore the grounds for civil litigation resulting in criminal disputes. Focusing on Pakistan's Swat valley—recently hit by militancy—this study investigates if, why and when a civil dispute culminates to a criminal conflict and what implications does it bring on the rule of law and dispensation of justice?



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2. Main Duties:

- Design research proposal and chalk out detailed methodology of the studies
- Design structured questionnaires using Knowledge Aptitude Practice (KAP) methodology to obtain a general view of peoples' perceptions of issues within the justice sector
- Outline FGDs and interviews to be conducted with multiple stakeholders/ audiences.
- Prepare Capacity building material for enumerators and guidelines for conducting field research.
- Design capacity building interventions for the enumerators and provide them guidelines to improve their capacities for quantitative research.
- Summarise key findings of interviews and FGDs.
- Overall supervision of field researchers
- Ensure overall quality management and assurance throughout the research process, and particularly in terms of the final product.
- Substantial input, from qualitative and quantitative perspectives, in to the report by providing detailed analysis reports
- Analysing data obtained through field study
- Writing up the whole report

3. Duration of assignment, duty station and expected places of travel:

The Principal Investigator is expected to work for 6 months spread over an agreed time period. The incumbent is expected to travel across the Khyber Pakhtunkhwa for the duration of the assignment, therefore the relevant DSA will be provided according to the UNDP rules and regulations, whichever apply.

4. Academic Requirements:

PhD in law or related discipline.

5. Experience:

At least 10 experience in litigation, adjudication, academics or legal research. Direct experience in the field of qualitative and quantitative research covering areas of administration of justice or rule of law will be preferred.



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6. Personal Attributes:

- Demonstrated experience in leading a team in a public sector institution or a large, multi-disciplinary research projects
- Ability to work and act under pressure in a politically and psychologically difficult environment, with a minimum of comfort and in volatile security conditions
- Proven ability to establish priorities and to plan, organise, and monitor own work plan;
- Ability to actively seek to improve programmes/services, offer new and different options to solve problems
- Excellent and effective communication (verbal and written) skills, including ability to prepare reports and conduct presentations by clearly formulating positions on issues, articulating options, concisely conveying maximum necessary information, making and defending recommendations, diplomacy, tact and ability to engage with senior officials on complex and sensitive issues
- Excellent interpersonal skills; ability to establish and maintain effective working relations with people in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity
- Effective negotiating skills and ability to work with others to reach mutually benefiting and lasting understandings
- Ability to coordinate work of multi potential/ role team members, motivate, foster work coherence and meet timelines by working in interdisciplinary work arrangements

7. Language requirements:

Excellent written and spoken skills in English & Pashto.

8. Payment terms:

The PI will be paid on a monthly basis at market competitive rate