**APPLICATION FORM**

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| **Position Title** | **Legal Policy Adviser** |
| **Program** | Solomon Islands Justice Program |
| **ARF Classification** | C3-4 |
| **Status** | Long term adviser |
| **Duration** | 1 year with the possibility of extension |
| **Agency Supervisor** | Permanent Secretary, Ministry of Justice and Legal Affairs |
| **Counterparts** | Legal Policy Unit staff |
| **Location**  | Honiara, Solomon Islands |
| **Position Contact** |  |

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| **Family Name** |   |
| **Given Name** |  |

***Note: You are required to address the Key Selection Criteria (KSC) listed below. Please limit each response 250 words.***

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| **Motivation**: |
| Why are you applying for this role? |
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| **KSC 1: Minimum of 10 years’ experience in the provision of legal policy advice and/or public policy advice to executive government.** |
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| **KSC 2: Proven experience in the management and implementation of complex legal projects, including undertaking stakeholder consultation processes, with people from varied professional, cultural and language backgrounds.** |
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| **KSC 3: Proven ability to conduct legislative review and provide clear and concise advice, analysis and research for a senior executive audience and drafting instructions.** |
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| **KSC 4: Demonstrated commitment to gender equity, disability and anti-corruption mainstreaming in planning, practices and in support of service delivery.** |
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| **KSC 5: A demonstrated personal commitment and success with building the capacity of a team, including mentoring, coaching and further professional development.** |
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| **KSC 6: A sound (or the capacity to quickly acquire) an understanding of Solomon Islands or Pacific development context.** |
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**ADMIN QUESTIONS**

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| **Availability** |
| **What is your availability to commence the advertised role?** |
| **Are you currently employed?** |
| **Amount of notice required by current employer?** |
| **Proposed start date if successful?** |

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| **Referees**  |
| **Please provide contact details of at least 2 professional referees (preferably a current or previous supervisor)** |
| **Name:** | **Name:** |
| **Position:** | **Position:** |
| **Relationship to you?** | **Relationship to you?** |
| **Years known?** | **Years known?** |
| **Phone:**  | **Phone:**  |
| **Email:** | **Email:** |

**Referees may be contacted as part of the shortlisting process. Please ensure you inform your referees of the role you have applied for.**

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| **Sourcing** |
| **Where did you see this position advertised?** |
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