



**Papua New Guinea Centre for Judicial Excellence (PngCJE)**  
**Supreme & National Court of Justice**



**RESEARCH AND PUBLICATIONS MANAGER**

The concept of Judicial Education was recognized by the Judiciary some time ago as was the need to develop structured judicial programs to the Judicial Court officers as a necessary tool to achieve Judicial Excellence. The Board of the CJE has the aim to expand judicial education and training programs to cater for the needs of other smaller Pacific Nations in addition to meeting the needs of the PNG Judiciary.

The National Judicial Staff Services through the Board of Directors of the PngCJE is seeking to recruit a dynamic Research and Publications Manager to manage the Research and education program design and development of Judicial Education programs for Centre for Judicial Excellence. The Research and Publications Manager will be responsible for managing the learning materials for conformity to adult learning principles for the PNG Centre for Judicial Excellence/Pacific Island Countries Centre for Judicial Excellence (PngCJE/PicCJE).

The Research and Publications Manager will assist and support the Executive Director and the Deputy Executive Director in their endeavours and in developing and implementing the Business Plan, PicCJE Roadmap and the Training Activity Plan. This position has the day to day responsibility for one additional staff member with overall focus on designing judicial educational programs in consultation with subject matter experts from the Faculty of Trainers in the PngCJE.

**Key Accountabilities**

- Research and Planning
- Project Management
- Evaluation of Training Programs
- Publication Design and distribution

**Educational Qualifications**

Tertiary qualifications in Adult Education or Law and preferably with post graduate studies in Instructional Design and Program Management.

**Essential Experience**

At least 5 years' experience in designing and developing educational programs and materials, particularly in a legal or judicial environment.

**Personal Qualities**

- Tact and diplomacy
- Ability to manage workload and meet deadline without close supervision
- Ability to work under pressure

An attractive remuneration package similar to those offered to Technical Officers engaged on contract in government service in PNG is being offered for this high level position. This position is available to PNG citizens and non-citizens from within and outside PNG.

Completed applications can be marked Research and Publications Manager and forwarded to PO Box 7018, Boroko, NCD. Alternatively you may send your cover letter and resume to [jcarey@pngjudiciary.gov.pg](mailto:jcarey@pngjudiciary.gov.pg). Applications close on Friday 30<sup>th</sup> March 2018. Only shortlisted candidates will be contacted.

Information is also on the Website; [www.pngjudiciary.gov.pg](http://www.pngjudiciary.gov.pg) under News & Events, Advertisement.