

Terms of Reference

for Legal Advisor

- **Job title:** Legal Advisor
- **Type of contract:** External consultant
- **Location:** Amman
- **Deadline for submitting applications:** 22 October 2024

1. Background

Rasheed for Integrity and Transparency / (Transparency International - Jordan) was established at the end of 2013, as a non-profit civil society organization, through a group of activists in public work. "Rasheed" is the only official point of contact representing Transparency International in Jordan. It aims to improve the Jordanian citizen's involvement in anti-corruption activities.

2. About "Nazaha" Project

Support to social accountability and empowering Civil Society for better governance"; is a project funded by the Spanish Development Agency (AECID) and its purpose is to strengthen the capacity and internal governance of CSOs and CBOs to contribute to the improvement of the effectiveness and transparency of the public sector.

3. About Political Parties' Dialogue Platform:

The "Political Parties' Dialogue Platform" as part of the Nazaha project, this platform aims to enhance transparency and communication between licensed political parties and citizens. The platform seeks to reduce the gap between citizens and parties by providing an interactive dialogue space that allows the opportunity to discuss the principles of parties, their internal regulations, and electoral programs, which will help bring together the views of citizens and parties, with an aim of increasing their involvement in political life.

4. Scope of the consultancy

The legal adviser will be expected to:

- Analyze existing website policies and terms of conditions.
- Identify any gaps or areas of non-compliance with applicable laws (e.g., data protection, consumer rights).
- Suggest amendments to improve legal robustness and clarity of the whole platform.
- Draft revised documents in Arabic, ensuring they are in line with cybercrime law and easy to understand.
- Daily follow up on each comment or dialogue on the website to make sure no breaking for the website policies nor Cybercrime law.

5. Deliverables

The key deliverables for this consultancy include:

- A comprehensive review for the website policies and terms of conditions in Arabic.
- Finalize updated Terms of Conditions that integrated with Cybercrime laws and "Rasheed's" policies.
- Review and enhance the legal definitions

6. Timelines and key outputs:

| # | Outputs/ deliverables | Timeline |
|---|---|----------------|
| 1 | Review the already uploaded terms of conditions and legal definitions | 1 day |
| 2 | update and suggest new policies, terms of conditions and legal definitions | 1 day |
| 3 | Follow up day to day in all citizen participations on the website and make sure they are in line with the terms and conditions of the website | 30 days |
| | Total working day | 32 days |

7. Reporting

The consultant will work under the direct supervision with the overall guidance from of the Rasheed Project coordinator. The consultant will ensure close consultation and collaboration with Rasheed's Project Coordinator in carrying out the assignment throughout the consultancy.

8. Qualifications and skills

- University degree in Law or another related field.
- Proven at least 5 years of experience in legal advisory roles, particularly in digital law and consumer protection.
- Proficiency in Arabic and English, with strong writing and communication skills.
- Familiarity with local laws and regulations governing online businesses.
- Ability to work independently and produce high-quality outputs and ability to work under tight timeframes.

9. Application Instruction

- Send CV to the following e-mail: careers@rasheedti.org, entitled **Legal Advisor**.
- Submit a Financial Proposal with a clear indication of the consultancy fee.

Rasheed for integrity and transparency (Transparency International - Jordan) provides equal and fair opportunities in employment for all people without regard to race, color, religion, gender, origin, age, political affiliation, or marital status.