The West Bengal National University of Juridical Sciences
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Date 23.11.2026

Call for Applications for the Post of Programme Manager

The West Bengal National University of Juridical Sciences is inviting applications for one full-time contractual post of Programme Manager for a project undertaken by the University supported by Azim Premji Philanthropic Initiatives Pvt. Ltd. under Azim Premji Foundation.

The Programme Manager will be responsible for the overall implementation and monitoring of the project and will be working with the Faculty Project Coordinator towards achieving the project's objectives. The Programme Manager will be required to reside in Kolkata for the duration of the contract and will be required to travel according to the needs of the project. The period of engagement will be for one year and any extension will be subject to the needs of the project and availability of funds.

The project is aimed to enhance access to justice by equipping young lawyers through fellowship, mentorship, and litigation training, building a cadre of trained lawyers, and developing community paralegals to provide grassroots legal support to vulnerable communities in the Sundarbans region.

The role of the Programme Manager will include the following indicative list of responsibilities:

(a) Implementing the project design and advancing the overall project objectives;
(b) Implementing the public outreach frameworks to facilitate fulfilment of the project's various aims;
(c) Liaising with multiple relevant stakeholders to ensure effective project implementation;
(d) Ensuring and monitoring achievement of project outcome and targets;
(e) Establishing and implementing the review and assessment mechanisms required for the smooth functioning of the project;
(f) Coordinating between all project participants and ensuring compliance of all project activities according to the standards set by the university;
(g) Writing of regular project reports as required and coordinating with the Faculty Project Coordinator for update of progress, regular reviews, developing and implementing strategy according to the needs of the project.
(h) Any other work that may be necessary to realise and further the project objectives.

Essential Qualifications

A. Graduate with an LL.B. degree, including the recipient of a 5-Year integrated B.A/B.Sc./BB.A./B.Com LL.B. (Hons.) degree;

B. Proficiency in English and Hindi/Bengali;

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C. Minimum five years of post-qualification experience including but not limited to litigation or conducting training programmes in law/policy/related domains or working for reputed national/international organisations.

Desirable Qualifications

A. Candidates with an LL.M. degree/Post-graduate degree in subjects deemed relevant for the project will be preferred.
B. Candidates with prior experience in working for projects/programmes run by the Government of India or the government of any state/union territory in India or reputed national or international organisations will be preferred.

The above qualifications may be relaxed in exceptional circumstances by the university.

Compensation

The selected candidate shall be paid a consolidated remuneration of Rs 75,000/- per month during the first year of engagement.

Application Process

Interested candidates are required to submit their updated resume along with a Statement of Purpose (not exceeding 500 words), outlining their proposed role and interest in working on the programme.

Shortlisted candidates will be invited to participate in the selection process/interview.

Applications, along with the required documents, must be sent by email to registraroffice@nujs.edu, with a copy to shouvikkumarguha@nujs.edu.

Last Date for Submission of Applications

Applications must reach the University by midnight on Nov 30, 2026. Applications received after the deadline will not be considered.

Note:

1. The West Bengal National University of Juridical Sciences is an equal opportunity employer.

2. The university reserves the right to conduct interviews and not fill this position.

4. Only shortlisted candidates will be communicated with via email. If you do not hear from us within 2 weeks after the last date of application, please assume that your application has not succeeded. Unfortunately, we cannot reply to individual queries about the status of applications.

5. The university is unable to cover the costs of attending interviews.

6. The remuneration for this position shall be paid under the grant received by the university from the Azim Premji Foundation.

(Raja Chakraborty)
Registrar

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