#### General Information

Professional requested: Labor Lawyer

Country and organization: Haiti, Partners of the Americas

**Assignment Overview**

Partners of the Americas is implementing program initiatives in various countries of Latin America and the Caribbean. Partners has established field offices operated according to standardized technical, administrative and finance guidelines in order to deliver the development and exchange services benefiting students, farmers, entrepreneurs, women, school-age children and teachers.

**Assignment Purpose and Expected Results**

To review selected sections of the Haiti Field Office Manual. At the end of the assignment, the set of rules and guidelines included in the Haiti Field Office Manual will be aligned with relevant International and Haitian labor legislation.

Partners of the Americas will be able to submit the final version of the document to competent Haitian authorities for approval.

**Desired Qualifications of Volunteer**

* Education: Master Degree in Law, Doctor of Laws and active member of the Bar,
* Experience: a minimum of 20 years of legal practice and 10 years as a labor lawyer
* Experience working in Haiti preferred
* Language: English
* Flexibility: Submission of sections for comments while the assignment is in progress

#### Expected Deliverables

* Chapters 7-11 of the English version of the Haiti Field Office Manual reviewed and compliant with Haiti labor legislation
* Changes and language are proposed where appropriate
* An English version of the text with track changes is submitted to the Field office and HQ
* Propose a process for validation of the French version of the manual by competent Haiti labor authorities

**Contact Person(s):** Haiti Field Office and HQ contacts to be communicated