



COUNCIL OF LEGAL EDUCATION
HUGH WOODING LAW SCHOOL
GORDON STREET, ST. AUGUSTINE, TRINIDAD, W.I.

POST OF TUTOR, LEGAL AID CLINIC
HUGH WOODING LAW SCHOOL

The Council of Legal Education invites applications from Attorneys-at-Law qualified to practice in the Commonwealth Caribbean for the post of **Tutor in the Legal Aid Clinic** at Hugh Wooding Law School, Trinidad and Tobago.

THE PERSON:

Applicants must be Attorneys-at-Law with a minimum of at least five (5) years practical, professional experience in civil litigation, including trials.

Applicants must have experience in:

- Trust and Equity
- Contentious Probate
- Family Law
- Tort
- Contract
- Personal Injury
- Land Law
- Law of Conveyancing and Real Property applications
- Public Law

Applicants must be in possession of a valid practising certificate from the Law Association of Trinidad and Tobago.

Applicants are expected to be knowledgeable in the use of information and communications technology in the practice of law.

Qualifications and/or experience in various aspects of educational pedagogy including teaching and learning methodologies and assessment and evaluation techniques and knowledge of Alternative Dispute Resolution (ADR) would be an asset.

THE POSITION:

The duties and responsibilities of the post include:

- Performing the duties of a full-time Attorney-at-Law in the Legal Aid Clinic. This includes representing clients in Court.
- Supervising, instructing and teaching students in the practical aspects of their training.
- Participating in regular assessments of relevant areas of the established curriculum with a view to the continued development of content and advancement in teaching methodology.
- Participating in activities to facilitate the training programmes of the Law Schools of the Council of Legal Education.
- Assisting the Director of the Legal Aid Clinic and performing any other duties as assigned by the Principal.

GENERAL INFORMATION:

The successful applicant will be expected to assume duties on **August 1, 2025**. The position is full-time and no outside employment may be undertaken without the prior approval of the Principal of the Hugh Wooding Law School. The appointment will be on contract for three (3) years in the first instance and is renewable.

Benefits Include:

- Competitive Salary
- Housing Allowance
- Special Allowance
- Transportation Allowance
- Institutional Visit Allowance
- Study and Travel Grant
- Book Grant
- Vacation Leave
- Membership in a Contributory Pension Scheme (qualifying age is 45)
- Membership in a Group Health Plan

Where appropriate, up to five (5) full economy class passages and baggage allowances will be paid on appointment and on normal termination of appointment.

Applicants should submit a signed letter of application, along with an updated curriculum vitae, copies of all relevant certificates, and the names and contact information of three referees, at least two of whom must be familiar with the applicant's work.

Applications should be submitted via email only to applications@hwlsedu.com and addressed to:

The Principal
Hugh Wooding Law School
100-114 Gordon Street
St Augustine
Trinidad and Tobago, W.I.

The closing date for receipt of applications is March 21, 2025.

Enquiries relating to salary and allowances may be directed to the Office of the Principal, Hugh Wooding Law School at 1-868-235-4957/4958/4959.

The Hugh Wooding Law School wishes to advise that only shortlisted applicants will be contacted.