

Recruitment Notice: Legal Analyst, Trayas Foundation

Trayas Foundation is recruiting a Research/Policy Analyst [Legal] to work on regulatory reform across different issues.

Who we are

Trayas is a knowledge-driven public purpose enterprise. We collaborate with mission-driven partners and state governments on transformational regulatory initiatives. As an independent and trusted advisor, our mission is to inform and accelerate policy decisions that enable the greatest opportunities for our people, businesses, and communities.

We build capacities of governments and civil society to apply a principles-based lens to regulation design, execution and impact. First, through a careful count-and-catalogue approach, we identify to deep specificity the corrections required in law and policy. Second, we share evidence with decision-makers and influencers to demonstrate how recommended regulatory corrections advance prosperity.

What we are looking for

Analysts at Trayas are hungry, observant, and adept at logical reasoning and critical analysis. They have a keen interest in current events that have a bearing on government and civil society's actions. The Analyst should be passionate about reading, understanding, and writing on the areas of interest to the Foundation.

An ideal team member can shapeshift into various roles to achieve project objectives. S/he can balance opposites—can run solo or in a team, do small tasks or deep uninterrupted work. Our culture prizes openness to ideas, antifragility, honesty, drive for self-improvement, adaptiveness, and collaborative working. This is of course the dream; each of our analysts is different in temperament and skills. What they do share is curiosity about the world, relentless pursuit of knowledge, and ability to relay with others.

We are still figuring out what our key domains of play are, so this is a time of experimentation at Trayas. It helps if you are open to sampling different areas of work. Your past work can be a prelude, but doesn't have to be a limitation. This is important to us: we are not looking for folks who want to work on only specific areas. This will come later in our growth journey.

Role requirements

- Analysts: Bachelor's degree in law from a reputed university with 1-2 years of work experience or commensurate internships
- Senior Analysts: Bachelor's degree in law from a reputed university with 2-4 years of work experience in a think tank, government institution, law firm, or consulting firm

- You must have:
 - some previous experience in regulatory research: analysis and study of laws, rules, government orders, circulars, notifications
 - demonstrated proficiency in high-quality succinct error-free writing in English
 - comfort with collaborative work and cloud technologies
- It will help if:
 - some of your past work was in a research role
 - you have published academic papers, reports, blogs in your own name (solo or with collaborators).

What you will do everyday

- Research
 - Analyse law and subordinate legislation: place regulation historically and evaluate it from the perspective of the Indian Constitution, legal precedent, legal principles, legal drafting, and union-state relationships
 - Identify different practices: Study regulation and regulation making across states to identify best/typical/worst practices
 - Study and precis case law related to the research area
 - Work with secondary data: Identify sources/types and administrative data, literature, government and legal documents
 - Draft recommendations: Once you have developed expertise, do what experts do—make recommendations
- Lawyering
 - Teach and explain the law to colleagues
 - Draft alternative regulations based on research and under the guidance of seniors
 - Draft legal documents including contracts, service agreements, and other legal documents required at Trayas
- Writing and producing: Produce error-free, concise research products and analysis for different audiences: papers, presentations, short policy briefs, and opinion pieces
- If you are responsible for a project, you
 - Plan project deliverables, timelines, research design and execution strategy
 - Manage people, particularly interns, money, and service providers
 - Oversee execution to ensure timely collection of data collection and analysis
 - Ensure delivery within agreed timelines
 - Coordinate with donors, project partners, and government clients
- Stay up to date: Be on top of the current and pertinent policy and research issues by regularly reviewing media articles, blogs and government announcements
- When all is over, disseminate: present research to government stakeholders and partners, participate in and organise dialogues and conferences; write opinion pieces on research undertaken for external publication.

How to apply

Job Title

Legal Analyst / Senior Legal Analyst, Trayas Foundation

Location

We are headquartered in New Delhi.

Compensation

Compensation will be commensurate with experience and skills. We also offer flexi-working (roles, portfolios, location, etc), autonomy, and opportunities to venture into new work areas.

Application

Candidates who are qualified should apply using the web application form [here](#).

The application form addresses the following in addition to basic professional and biographical details:

- a 500-word cover note explaining why this role and why Trayas
- a 100-word bio about yourself
- a 500-word essay on your favorite non-fiction book
- Uploading a CV (no-longer than 2 pages in PDF)
- Uploading at least 2 publications (hyperlinks to or attachments of solo or co-authored in pdf), and
- Names and contact for 2 references.

Interview process

Typically candidates will go through one assignment and 2-3 rounds of conversations with different team members or advisors. Some of these conversations will be 1:1 conversations, and some with a group. We want to get to know you, and for you to get to know us. Through the conversations we hope to gauge knowledge and skill levels, approach to work, and aspirations.