

REPRIEVE

Job Description and Person Specification

Job title:	Unlawful Detentions Team Caseworker
Reports to:	Unlawful Detentions Team Project Manager
Salary:	£42,193 per annum plus up to 5% employee matched pension contribution
Date call released:	31 January 2025
Deadline for applications:	02 March 2025
Start date:	ASAP
Duration:	12 month fixed term contract, with the possibility of extension subject to funding

About Reprieve

Reprieve works with the most disenfranchised people in society. Our aim is simple: to consign the death penalty and abuses carried out in the name of “counter-terrorism” or “national security” to history, drawing public and political attention to these past harms with a view to preventing them from occurring again.

In our view, you can best judge a society by how it treats prisoners, criminal defendants, and the far-flung targets of an ever-changing counter-terror policy. To us, the rule of law means little if we selectively apply it to people we agree with. It is for all of us. Liberty is always eroded at the margins.

Reprieve’s staff is made up of courageous and committed human rights defenders. Founded in 1999, we provide free legal and investigative support to people facing the death penalty and those victimised by states’ abusive counter-terror policies – rendition, torture, arbitrary detention and extrajudicial killing.

We fight our clients’ cases in courts around the world; investigate their mistreatment; and advocate on their behalf, encouraging public and political debate of human rights issues.

Reprieve’s main office is in Aldgate, London, UK. Reprieve also supports full-time Fellows, who work as lawyers, investigators and campaigners in the countries in which we work. We work closely with a number of partner organisations in jurisdictions all over the world, who provide access to clients, expertise, knowledge and guidance on specific issues or regions. We work in cooperation with relevant government officials, individual lawyers and human rights defenders, as well as individual, corporate and foundation funders to further the cause of our shared goals.

Reprieve works in close partnership with its independent sibling organisation Reprieve US. This collaboration is mutually beneficial to both Reprieve and Reprieve

REPRIEVE

US as it enables each organisation to work more effectively and take advantage of the strategic locations to increase the impact of our work.

About the Role:

The Unlawful Detentions Teams Caseworker will undertake a range of casework activities in support of Reprieve's work on cases of unlawful detention, which comprises our work on detention cases in North East Syria (NES), and our Guantánamo Bay and Life after Guantánamo Projects.

About our NES work:

There are currently thousands of people indefinitely detained in camps and prisons in NES, in conditions the UN has found to be inhumane and degrading. Reprieve aims to ensure that individuals detained in Syria are treated in line with international law, and not subjected to the death penalty, extrajudicial execution, arbitrary detention, torture or rendition. Where possible, we advocate for the release and repatriation of foreign nationals detained in NES, many of whom are victims of trafficking and / or minors. We also advocate for and support clients and their children after their release from arbitrary detention.

Through our work we also aim to challenge and change flawed 'war on terror' narratives and legal and political frameworks – including in the UK, Europe and the US – that engender state-sanctioned discrimination and abuse and undermine the rule of law and human rights and sometimes create two-tiered layers of citizenship rights for ethnic minorities in Western countries. For example, the British people detained in NES are often arbitrarily deprived of their citizenship, under powers that are used almost exclusively against Muslims, mainly of South Asian, Middle Eastern, and African heritage. This is done in an attempt to place them outside the reach of the law, and to avoid giving them the consular and legal protections to which they are entitled as citizens.

About our Guantánamo work

Reprieve was one of the very first organisations allowed inside Guantánamo. Since then, we have secured freedom for more than 80 men illegally detained without charge or trial – more than any other organisation. Our unique Life after Guantánamo (LAG) project helps prisoners who have been released from Guantanamo but still face extreme human rights abuses related to their status as former Guantanamo detainees.

About You

You will be responsible for undertaking the casework underpinning Reprieve's dynamic strategic approach in which each of Reprieve's methodologies—casework, investigation, litigation, political and public engagement, outreach and support for affected communities—connect with one another in pursuit of assisting clients and

REPRIEVE

addressing structural rights violations. You are an experienced caseworker with the skills necessary to address a complex portfolio of cases.

You possess excellent research skills, and the ability to succinctly and clearly convey findings to inform the wider team's ability to advance strategic goals. You can draft advocacy and briefing materials for a wide range of audiences, tailoring your writing style accordingly.

You will be enthusiastic about working for an organisation with Reprieve's mission and vision. You will be committed to ending the extrajudicial, indefinite detention of individuals in the name of national security and challenging the false assumptions that underpin much of counterterrorism policy and discourse in Western countries.

You are a person with a high level of cultural competency, preferably with direct lived or working experience with communities impacted by the so-called 'war on terror' and/or relevant conflicts. You will be able to demonstrate an understanding of how racism and institutional discrimination affect our clients. You are able to recognise nuance and show good judgement in working with clients and stakeholders. You will have familiarity with some or all of the following: the political and legal context of human rights abuses carried out in the name of 'counter-terrorism'; detention issues, including in NES or in other relevant jurisdictions; and gender and trafficking issues.

You are a positive person with a can-do attitude, a great ability to multitask and a brilliant organiser including being meticulous at file management. You will be a hard worker with a strong commitment to the work and mission of Reprieve. You will be open to and enthusiastic about collaboration, and work well with the various teams at Reprieve. You will be rigorous and focused in your work, and you will put the client at the forefront of your activities.

A relevant legal qualification is desired but not essential. Working proficiency in Arabic will be advantageous. Urdu, Bengali or Kurdish language skills would also be a plus. We welcome candidates with direct experience and/or deep understanding of the issues affecting our client base.

You will share our commitment to fighting against racism and advancing racial justice, and understand our responsibility to do our work in a way that does not compound racist structures.

Responsibilities

Key responsibilities for this role include:

Case Management

REPRIEVE

- Taking ownership and driving forward casework in the Unlawful Detentions work stream;
- Playing a role in assisting the team to develop case strategy;
- Organising team meetings and brainstorms, and recording and sharing any action points or notes from these;
- Taking primary responsibility for casefile management including creating and meticulously maintaining up-to-date casework databases and client chronologies;
- Accurately and succinctly recording memos of meeting and calls with clients, and action follow-up work that arises;
- Ensuring all actions undertaken by the team are in compliance with Reprieve's legal obligations, working with the Deputy Director (Legal and Governance).

Investigation

- Investigating client cases and background creating an evidentiary base sufficient for litigation and advocacy;
- Building the evidentiary base for relevant thematic areas, including human trafficking and children's rights, among others;
- Investigating potential British complicity in the abuse of British nationals in NES and the transfer of foreign nationals from NES to other jurisdictions for capital prosecutions, and monitor their treatment and other relevant developments within those justice systems;
- Preparing for and supporting investigative trips.

Political engagement:

- Supporting Reprieve's policy team to engage directly with politicians and decision-makers in the UK, US and other relevant jurisdictions to advocate for needed policy change, including repatriation-related asks;
- Drafting persuasive briefings in support of political engagement.

Litigation:

- Supporting Reprieve's UK litigation team to scope and pursue potential legal claims for individuals detained in NES in UK courts and international fora as well as litigation in domestic and regional courts seeking accountability for *refoulement* or other human rights abuses post-resettlement from Guantánamo;
- Assisting in drafting submissions for domestic and foreign courts, and international legal mechanisms;
- Mapping domestic legal landscape with regard to counter-terrorism prosecutions and other mechanisms used in the UK in counterterrorism context and monitoring legal cases in European courts and other relevant jurisdictions.

Media and public engagement:

- Supporting Reprieve's media team to identify and use hooks (dates, legal case developments, government statements, Freedom of Information requests etc.) to engage the media at strategic points with the aim of changing narrative around individuals detained in NES and returnees from NES and Guantánamo;
- Scoping potential advocacy opportunities, including through reports, briefings, documentaries, fictionalization, and other creative projects;

REPRIEVE

- Assisting in building and cultivating networks of experts to speak to specific issues relating to individuals detained in NES, for example, child rights experts, psychologists, criminal lawyers with experience in counter-terror cases in UK.

Support for affected communities:

- Building and maintaining relationships with individuals held in arbitrary detention and their family members, including maintaining regular contact with them;
- Helping to facilitate regular family group meetings for relatives of individuals detained in NES;
- Supporting families with welfare and other concerns, highlighting key issues with FCDO, in media, or with other decision makers as appropriate or where necessary;
- Supporting the reintegration and resettlement of detainees once released from detention, in the UK and abroad;
- Act as single point of contact for clients, offering face-to-face support as needed to ensure they receive appropriate support from external agencies and their rights are upheld;
- Provide needs-led direct support to clients; discuss their situation; explain options available to them; and assist them to make decisions;
- Advocate for clients with a range of service providers and authorities, including local authorities, organizations in the voluntary sector, and law enforcement.

Administrative support and team capacity development

- Drafting reports of achievements, casework and public education initiatives for funders, and implementing systems for gathering the information required for such reports;
- Providing instructions, guidance and feedback to secondees, fellows and consultants both in-house and those out of the office;
- Supporting the Directors by reporting on team meetings at general staff meetings where necessary. Ensuring that minutes are taken and that team work is tracked and coordinated.

Other

- Undertaking special projects from time to time;
- Contributing to fundraising activities or other development needs;
- Being an ambassador for Reprieve by representing Reprieve at functions. This may include speaking engagements.

Key Contacts

Reporting to the Unlawful Detentions Team Project Manager, the Caseworker will work closely with the Head of the Unlawful Detentions Team, the UK Litigation, Policy, Media and Campaigns teams, the Deputy Directors, Directors, Reprieve US and others engaged by Reprieve; partner organisations and third-party service providers.

REPRIEVE

Length and Salary

This is a full-time role on a fixed term, 12 month contract subject to extension depending on funding. The annual salary is £42,193 full-time per annum, less any required deductions for income tax and national insurance.

This role is based in Reprieve's London office. Reprieve operates a hybrid working model and we require staff to work 2 days per week from the London office and the rest of the week from home. Applicants must have the right to work in the UK currently and for the duration of the contract which will be checked prior to interview.

Your presence is important during core office hours, whether remotely or in the office. You will also be available outside of office hours in the event of an emergency, for example case developments that require urgent action. This is a role that may require travel and work outside of core office hours from time to time.

Reprieve is proud to have an open and transparent pay structure, governed by a 2:1 pay ratio between the highest-paid member of staff and the lowest-paid member of staff. We are a flexible employer and offer a range of nonfinancial benefits to employees. We welcome applications from a range of backgrounds. You can learn more about Reprieve's salary structure and ethos here: <https://reprieve.org/uk/our-governance/our-pay-structure/>

Reprieve is an equal opportunity employer and we particularly welcome applicants from Black and minority ethnic communities, members of the LGBTQI community, and those with disabilities. Reprieve is committed to fighting racism and advancing racial justice, both in our work and within Reprieve. For more information please see our Equality, Diversity and Inclusion Statement here: <https://reprieve.org/uk/equality-diversity-inclusion/>

To apply:

Please complete the application form on our website and submit via <https://hr.breathehr.com/v/unlawful-detentions-team-caseworker-39326> by 23:59 GMT on 02 March 2025. Applications that are submitted after the deadline cannot be considered in the interest of fairness.

Candidates should kindly note that CVs, cover letters and other documents should not be submitted, and applications will only be considered through the application form referenced above. You can find answers to commonly asked questions on recruitment at Reprieve [here](#).

Reprieve is an equal opportunity employer and we particularly welcome applicants from Black and minority ethnic communities, members of the LGBTQI community, and those with disabilities. Reprieve is committed to fighting racism and advancing racial justice, both in our work and within Reprieve. For more information please see



our Equality, Diversity and Inclusion Statement here: <https://reprise.org/uk/equality-diversity-inclusion/>

Please note that Reprise will not sponsor a visa for this position.

Person Specification

CRITERIA	Essential	Desirable
A genuine interest in human rights and a commitment to Reprise's goals	✓	
Right to live and work in the UK currently and for the duration of the contract	✓	
Sound judgment and discretion with respect to highly confidential and sensitive information	✓	
Proven ability to manage multiple priorities independently and to work under pressure	✓	
Brilliant organiser and meticulous time and file management abilities	✓	
Demonstrable and substantial casework experience, including advocacy and research experience	✓	
Excellent written and communication skills	✓	
An awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds, and orientations	✓	
A relevant legal qualification		✓
Familiarity with the policy issues and domestic and international political dynamics underpinning unlawful detention and other abuses carried out in the so-called 'war on terror'		✓
Experience of working on gender related issues, including in the context of trafficking or the so-called 'war on terror'		✓
Lived or significant working experience with communities impacted by the 'war on terror', relevant conflicts or with other victims of human right abuses		✓
Arabic, Urdu, Bengali or Kurdish language skills		✓

REPRIEVE