

NALSAR UNIVERSITY OF LAW, HYDERABAD
Justice City, Shameerpet, Medchal District – 500101
The Square Circle Clinic

December 24, 2025

CALL FOR APPLICATIONS – SOCIAL WORK FELLOW FOR PUNE

The NALSAR University of Law ('University') is seeking to engage, on a contractual basis, one **Social Work Fellow** (Male) at its Pune office due to restricted entry of Women Social workers in Male Section of Yerwada Central Prison for the Fair Trial Programme of The Square Circle Clinic. This is a **full-time position based in Pune** and the contract will be for one year initially extendable on a yearly basis at the discretion of the University.

The Social Work Fellow will be assigned to work on cases of undertrial prisoners in Yerwada Central Prison (Pune) being represented by District Legal Services Authorities (DLSA) through the panel advocates and the office of the Legal Aid Defence Counsel (LADC) and will focus on crucial socio-legal field work relating to their cases and support the Legal Fellows in ensuring quality legal representation for the undertrial prisoners.

About The Square Circle Clinic:

The Square Circle Clinic is a criminal justice initiative at NALSAR University of Law, with its offices in New Delhi, Pune, Nagpur and Hyderabad. The Square Circle Clinic undertakes *pro bono criminal defense of prisoners sentenced to death and also undertrials*, research and public engagement efforts on issues relating to the death penalty, forensics, criminalisation and punishment, prevention of torture, legal aid, and mental health and criminal justice. The founders, leadership group, and the full-time staff members at The Square Circle Clinic earlier carried on the abovementioned criminal justice work as Project 39A and moved to NALSAR in April 2025.

About the programme:

The Fair Trial Programme ("the Programme") is an opportunity for young lawyers and social workers to work for providing quality legal representation to undertrial prisoners. The Programme works in Nagpur and Pune Central prisons with a group of young professionals (Fellows) to work in collaboration with the State Legal Services Authority towards ensuring fair trial for undertrial prisoners at both pre-trial and trial stages. The twin goals of the programme are to reduce the under trial population in prisons and to work towards strengthening the legal aid system in Maharashtra. The programme has its offices in Pune and Nagpur.

Responsibilities:

This is a full time paid position based in Pune. The selected candidate will be expected to reside within municipal limits of the city but may be required to travel frequently within and outside the district as per programme needs.

The responsibilities of the Social Work Fellow will include:

- A. Visiting Prisons, interacting with undertrial prisoners, identifying individuals who need legal aid from the DLSA and supporting them in writing applications to DLSA.
- B. Identifying undertrial prisoners entitled for bail/early release and refer such cases to the DLSA and the Prison Authorities.
- C. Socio-legal case work interventions and handholding undertrial prisoners through the legal proceedings at both pre-trial and trial stage.
- D. Home visits and working with families of undertrials in gathering information/documents relevant to their case.
- E. Co-ordinating with other authorities if required for gathering relevant documents like age proof, address proof, medical certificates etc.
- F. Identifying special needs of undertrials including pregnancy, claims for juvenility, disability, terminal illnesses, mental health issues etc.
- G. Travelling as required to meet and communicate with family members of undertrial prisoners and other persons who may have oral and documentary information relevant for mitigation of the prisoners, using the tools and techniques for communication and obtaining information devised.
- H. Co-ordinating with Legal Fellows and provide relevant socio-legal inputs in individual cases.
- I. Case Documentation with details of interventions for cases handled
- J. Organising and conducting training workshops and conferences.
- K. Documentation and Reporting as per programmatic needs.
- L. Any other work that may be necessary to further the aims of the Fellowship Programme.

Qualifications:

- A. Post-graduate qualification in social work (M.A. in Social Work/MSW) or any other Helping Professions/Social Science/Humanities subject or related areas from a Central/Deemed/State-Recognised University
- B. Minimum of one year experience (full time) in intervention work at the grassroot level.
- C. Proficiency in reading, writing and speaking Marathi
- D. Ability to read, write and speak English
- E. Familiarity with the use of MS-Office, emails and the internet
- F. Prior work experience within institutions in the criminal justice system is desirable.

The above qualifications may be relaxed in exceptional circumstances

Compensation: The compensation will be competitive and will be commensurate with experience. Fellows will be paid a fellowship amount of INR 50,000 per month.

Application Process: Applications are accepted only through the online application form available at the link provided below. Through the online application form, interested persons will be required to upload their

resumé and a statement of purpose, explaining their interest in representing prisoners sentenced to death and the contribution that they see themselves making through this position. The statement of purpose must not exceed 750 words.

Applications and documents must be submitted only through this link:

https://docs.google.com/forms/d/e/1FAIpQLScL0LARnsQI84h1ZjmMN0_URO8usTDFSM72tVlkPkOZT-NcYw/viewform?usp=preview

Based on the online applications, applicants will be shortlisted for an interview and written test on issues of criminal justice social work. The University reserves the right to add further rounds of selection or modify the above mentioned rounds.

Deadline: Applications must be submitted no later than 11PM on January 31, 2026. Interview dates will be notified separately to shortlisted candidates.

Note:

- A. Only shortlisted candidates will be contacted via email. If you do not hear from us within three weeks after the deadline, please assume that your application has been unsuccessful. Unfortunately, we cannot reply to individual queries on the status of applications.
- B. NALSAR University of Law is an equal opportunity employer and The Square Circle Clinic ensures access to *pro bono* legal representation for prisoners regardless of the offence.
- C. NALSAR University of Law reserves the right to conduct additional rounds of interviews or written tests or simulation exercises.
- D. NALSAR University of Law reserves the right to conduct interviews/ written tests/ simulation exercises etc and not fill these positions.
- E. The position shall be paid under the grants received by The Square Circle Clinic, NALSAR University of Law.
- F. For any query, please write to us at squarecirclerecruitment@nalsar.ac.in.