



DR. JOYCE NALUNGA BIRIMUMAASO

CONTACT

 LEADERSHIP CODE TRIBUNAL,
KAMPALA

 0772-428424

 nalunga74@gmail.com

SKILLS

- Mature, experienced, resourceful adjudicator with excellent legal professional writing judgement skills.
- A strong executive team player with enhanced judicial skills.
- A legal analyst with knowledgeable in legal research and skilled in adjudication roles.
- A female advocate experienced in 20 years in Litigation and adjudication matters.
- An experienced, goal oriented, transparent, accountable and result oriented leader.
- A professional, elegant, hardworking, smart and confident communicator with eloquent public speaking skills.
- A focused lady with integrity & well-developed communication skills.
- A prominent research fellow and research consultant.
- A trained mediator and certified seasonal arbitrator.

LANGUAGES

English: First Language:

English: C2 Proficient:

PROFESSIONAL SUMMARY

To be and develop into an excellent public officer, research fellow, mentor, arbitrator and mediator serving others selflessly with justice, fairness and integrity.

WORK HISTORY

Member, Leadership Code Tribunal

07/2020

- Adjudication and performing judicial functions
- Mediation and Arbitration
- Judgement writing and delivery
- Policy and Rules /procedure formulation and implementation
- Case Management
- Legal judgement research and formulation

Chief Executive Officer

01/2018 - 07/2020

Uganda Law Society

- Policy formulation and implementation.
- Stakeholder formulation n
- The Team leader of all Heads, Manager and entire staff.
- Prepare and Review Council (Board) papers from other headquarters for council (Board) and management meetings.
- Agenda preparation in consultation with the President.
- Advisor to the Council (Board) and all matters.
- Prepare Action Items for reporting back to council on retraction progress.
- Take minutes of the Council (Board) meetings and committees.
- Receive and draft all correspondences to extend parties arising from council decisions.
- Custodian of the Uganda Law Society Seal.
- Allocate work to Heads of Departments and Managers.
- Manage and supervise the Head Litigation Department and team.
- Ensure effective representation of Uganda Law Society in Courts of Judicature.
- Review all Court pleadings for the Uganda Law Society.
- Conduct Legal and Due diligence in investment, procurement, employment services of ULS.
- Monitor compliance with Laws by the Uganda Law Society.
- Ensure compliance issues are addressed and I report to the Council.
- Provide overall leadership in the secretariat

Chairperson

04/2017 - 07/2020

Pro-bono Board Committee, Uganda Law Council

- Provide strategic and technical leadership as Chair of the Pro-bono board meetings.
- Mobilize members in a team work spirit to partake in activities.

- Champion the vision of Law council as Regulator on the Pro-bono Board as well as ULS on the board.
- Represent and promote ULS and Law council interests on Pro-bono board and nationally.
- Provide Communication from the Pro-bono Board to the Executive Committee of the Law Council.
- Participate in team work with other senior Board members.
- Perform Advisory duties to members and Executive Committee.
- Perform financial integrity, accountability with donor funds.
- Organize fellow members of the board to adhere with annual strategic plan.

Member 03/2017 - 07/2020
Disciplinary Committee of the Uganda Law Council

- Engage in team work with other members of disciplinary committee.
- Provide advice to the Chairperson on critical decision in sessions.
- Represent Uganda Law Society members' interests at the Law Council.
- Record all proceedings of the Committee session and deliver Position.
- Provide Mediation services to the parties.
- Drafting final Judgments/ Ruling delivered after deliberations by the committee.
- Communicate amongst members and the public before, during and after proceedings.

ULS Representative 03/2017 - 07/2020
Uganda Law Council

- Represent the Uganda Law society's vision and Mission at the Law council.
- Engage in team work with other law council Board members and staff.
- To protect the interests of Law society at the Council.
- To do annual reports for ULS General Assembly.
- Undertake duties and assignments given to me by the Chairperson /Board Law council.

Managing Partner 02/2009 - 01/2018
M/S Nalunga-Birimumaaso & Co. Advocates

- Handle Senior management and leadership of over 15 staff advocates and none-legal staff)
- Undertake Advocacy for the firm vision and monitor compliance with laws and Regulations.
- Draft budgets and proposals seeking funding for our criminal department
- Do Effective legal and social representation of the Law firm at all levels.
- Handle Financial and Resource Mobilization of all firm funds to cater for all firm projects
- Provide technical leadership and management of the firm
- Plan and program all firm activities at all times.
- Report writing and monitor weekly and monthly staff report on work progress and activities.
- To remind staff of the core vision of our law firm.
- Continuously market the firm and uphold its name.
- Data and records management of all firm files, records and company seal.

Head Litigation 01/2003 - 01/2008
M/S Public Defenders' Association

- Report to Executive Director and Board on Legal issues.
- Handle Senior management and provided strategic leadership.

- Wrote many proposals to DANIDA (Danish International Development Agency) and other donors funds mobilizing for funds
- Did Team building & organization leadership.
- Led a team of about 20 staff and adopted strategic leadership at all levels.
- Training, development and mentoring of young lawyers.
- Human Capital Management of all advocates in litigation department
- Undertook Oversight of recruitment of advocates.
- Performance of reviews and weekly reporting for all advocates in the department.

Associate Lecturer

01/2009 - 01/2014

Law Development Centre Kampala

- Undertook Legal research in preparation for lecturing Bar course students under Commercial Transactions Department.
- As a class firm associate (lecturer) I enhanced team work of my firm partners (students).
- Participated in Team work along with other lecturers and associates as we mentor students.
- Do Report writing
- Mentoring and coaching students at law development Center.
- Preside over moot courts and write judgments.

Advocate

01/2002 - 01/2003

M/S Tumwesigye & Co. Advocates

- Attend court for Litigation and defend cases
- Manage young advocates and other support staff
- Provided timely Legal opinion on issues arising in Litigation.
- Prepare timely Legal Opinions/ Memorandums and safe custody of all company records and company seal
- Organize firm meetings and record minutes.
- Providing Legal advice to walk-in clients.
- Evaluate Legal matters, make submissions, Monitor Litigation process.
- Provide Legal support and do court attendances.
- Enhance team work.

Legal Associate

01/2001

M/S Mwesigye-Mugisha & Co. Advocates

- Undertook all legal research on all matters brought to court
- Managed the relationship between support staff and advocates
- Drafted Legal documents and Legal briefs for advocates
- Provided support to advocates as a way of team work
- Participated in all general activities of the law firm.

EDUCATION

Doctor of Philosophy (PhD), 10/2023

Ndejje University - Uganda

Master of Arts: Public Administration, 03/2019

Ndejje University - Uganda

Master of Laws (Oil and Gas): Law, 07/2018

Uganda Christian University - Uganda

Diploma in Legal Practice (Bar course): Law, 12/2000

Law Development Centre - Uganda

Bachelor of Laws (LLB) (Hons): Law, 06/1996
Makerere University - Uganda

AFFILIATIONS

- President, Female Lawyers Network-Ug
- Member of the International Bar Association (IBA)
- Bar CEO Forum of East Africa
- Uganda Law Society
- East African Law Society
- FIDA (U) Ltd
- Uganda Christian Lawyers Fraternity
- Law Development Center Alumni
- Public Defenders Association
- ULS Commercial Law Cluster

REFERENCES/ REFEREES

- **Professor Mbazira Christopher**
Professor of Law
Makerere University-Kampala
P.O Box 7062 Kampala
Coordinator of Public Interest Law Clinic
Tel: +256-785927829
Email: chrismbazira@gmail.com
- **Professor Nazarious Rukaganyira**
Muni University,
P.O. Box 725 Arua,
Tel: +256-772670348,
Email: nrukana@gmail.com

- **Dr. Pio Frank Kiyingi,**
Academic Registrar,
Nkumba University Kampala,
P.O. Box 237 Entebbe,
Tel: +256-787934657,
Email: kfrankpio@yahoo.com
- **Dr. Zahara Nampewo,**
Makerere University-Kampala,
Deputy Principal School of Law,
P.O, Box 7062 Kampala,
Tel: +256 779 114220,
Email: zahara.nampewo@mak.ac.ug

HOBBIES/INTERESTS

- Leadership and Marriage counseling
- Teaching/tutoring (training lawyers)
- Research and scholarly writing
- Sports (playing Chess mainly)
- Engaging in charity work
- Fishing and boat riding
- Photography and gyming