

CIRCULAR COMMUNICATION TO COMMISSIONERS
AND CONTRACTING GOVERNMENTS
IWC.CCG.821

**Letter from the Chair of IWC, Cristian Maquieira regarding the
procedure for the recruitment of a new Secretary to the Commission**

In relation to the recruitment of a new Secretary to the Commission, Circular Communication IWC.CCG.817 of 23 September provided: (1) an advertisement for the post; (2) a procedure and timetable for the recruitment process (see Annex); and (3) background information/job description for the post. This material was developed in consultation among the Advisory Committee. The deadline for applications is 16 November 2009 and a number of applications have already been received. Since Circular Communication IWC.CCG.817 was sent out I have had some further thought regarding one aspect of the recruitment process as explained in the paragraphs below.

You will recall that during the private meeting of Commissioners in Madeira, the Commission agreed to follow the procedure used when Nicky Grandy was appointed. In this procedure, the Advisory Committee was responsible for reviewing all applications, for drawing up a short list of candidates for interview, for conducting the interviews and for recommending a suitable candidate to the Commission for its approval.

The current composition of the Advisory Committee is as follows:

- Cristian Maquieira, Chair of IWC (Chile);
- Anthony Liverpool, Vice Chair of IWC (Antigua and Barbuda);
- Donna Petrachenko, Chair of the F&A Committee (Australia);
- Djobo Anvra Jeanson, Commissioner for Côte d'Ivoire and member of the Advisory Committee;
- Jorge Palmeirim, Commissioner for Portugal and member of the Advisory Committee.

At the time when Nicky Grandy was appointed, there were some 40 Contracting Governments; there are now 88. In recognition of this expanded membership and after some further consultation, I believe it would be valuable to increase slightly the size of the selection panel so as to broaden its geographic and socio-economic representation and to include Contracting Governments with whaling activities. With your indulgence, I therefore propose to include the Commissioners of Japan and the USA (or their Alternates) on the selection panel. I believe that if a selection panel with this broader composition can agree on a single candidate to propose to the Commission, it is more likely that such a candidate would be acceptable to the whole Commission.

Ambassador Cristian Maquieira
Chair of the Commission

Annex

Timetable for the recruitment process

<u>2009</u>	As given in Circular IWC.CCG.817	Changes proposed
End September	Post advertised ¹	<i>No change</i>
16 November	Closing date (i.e. 6-7 weeks after advertisement appears) <ul style="list-style-type: none"> • Applications circulated to members of the selection panel 	<i>No change but see note below regarding composition of the selection panel.</i>
Mid December	Short list drawn up <ul style="list-style-type: none"> • Selection panel (the Advisory Committee) to work initially by email but to meet to finalise the short list of candidates for interview. It is currently planned to hold the meeting of the selection panel back-to-back with the meeting of the SWG/intersessional Commission meeting scheduled for the week of 7 December. 	<i>Proposed to include the Commissioners of Japan and the USA (or their Alternates) on the selection panel. Given postponement of the SWG meeting the panel may meet slightly earlier.</i>
<u>2010</u>		
By end of January	Interviews by the selection panel <ul style="list-style-type: none"> • On basis of interviews, propose a single candidate (who has indicated that he/she will accept the post if confirmed) to the Commission and initiate a secret postal ballot of Commissioners for approval of the proposed candidate. 	<i>No change</i>
By end of February	Response to secret ballot due. <ul style="list-style-type: none"> • Inform candidate, who then gives notice to employer (timing allows for a 3-month notice period) but see note 1 below. 	<i>No change</i>
June (i.e. part way through IWC/62)	Post occupied <ul style="list-style-type: none"> • New Secretary to take up post as Secretary-designate part way through the Annual Meeting so that he/she can observe the last week of the Scientific Committee followed by the rest of the meeting. But see note 2 below. 	<i>No change</i>
By end of July/August	Current Secretary leaves <ul style="list-style-type: none"> • This would allow a hand-over period between the outgoing and incoming Secretary. 	<i>No change</i>

Note:

1. Clearly if the candidate proposed by the Advisory Committee is not approved by the Commission further thought will be required as to the next steps.
2. Depending on the circumstances of the person appointed as the new Secretary, he/she could either take up the post during the Annual Meeting in 2009, or as in the case of Dr Grandy, take up the post shortly after the Annual Meeting (Dr Grandy attended the 2000 Annual Meeting as an observer). Dr Grandy has indicated that she can be flexible regarding her departure date. However, it would be essential that the Secretary-designate attend part of the Annual Meeting in 2010 so as to become familiar with the style and workings of such meetings (including how the Secretariat operates) and to meet Commissioners, delegates and observers.

¹ As previously, the post is only open to nationals of IWC member countries.