

Strandings Coordinator

Candidate Information Pack

Contents

- 1 Background information
- 2 Job description and person specification
- 3 Remuneration package and Terms and Conditions
- 4 Application procedure

The International Whaling Commission (IWC) is an inter-governmental organisation established under the 1946 International Convention for the Regulation of Whaling. The Commission has a membership of 87 Contracting Governments and it meets in plenary session every two years.

The preamble to the Convention states that its purpose is to *'provide for the proper conservation of whale stocks and thus make possible the orderly development of the whaling industry'*. Consequently, the IWC's work covers both areas: the regulation of whaling and conservation of whale stocks. In 1986, the Commission established zero catch limits for commercial whaling. Sometimes referred to as the whaling moratorium, these catch limits remain in place today although some whaling continues under objection, reservation or special permit. The IWC also continues to regulate and set catches for subsistence whaling by indigenous peoples (termed Aboriginal Subsistence Whaling). In recent years, the IWC's work to support the recovery of whale populations and address the many non-whaling related threats they are facing has increased in prominence and is leading to strengthened engagement with other Inter-Governmental Organisations.

The IWC and its subsidiary bodies meet in plenary session once every two years (usually in September/October) apart from the Scientific Committee that meets annually (usually in May/June). The Commission structures its work through a range of Committees and Sub-committees. They are illustrated [here](#) and comprise:

- **Finance and Administration Committee.** Handles finance, budgets, operational effectiveness and governance including updating of the Rules of Procedure.
- **Conservation Committee.** Receives scientific advice from the Scientific Committee and provides conservation advice on non-whaling threats to cetaceans, develops partnerships with other organisations and seeks financing for conservation projects.
- **Scientific Committee.** This Committee assembles around 200 leading scientists from many countries to provide advice and recommendations on all aspects of cetacean conservation and management.
- **Aboriginal Subsistence Whaling Sub-committee.** Receives sustainability advice from the Scientific Committee and integrates this with information on cultural and nutritional requirements to provide the Commission with management advice on quota requests submitted by Governments on behalf of aboriginal subsistence whaling communities.

- **Infractions Sub-committee.** Provides a mechanism for Contracting Governments to report their compliance with measures set out in the Schedule to the International Convention for the Regulation of Whaling.
- **Working group on Whale Killing Methods and Welfare Issues.** Originally focused on humane hunting, this group now includes all aspects of cetacean welfare including those arising through accidental harm (e.g. entanglement in fishing gear).

The Secretariat

The Secretariat is established through Article 3 (III) of the International Convention for the Regulation of Whaling (1946) which states 'The Commission may appoint its own Secretary and staff'. The Secretariat provides the Commission with a range of services and capabilities. These include financial management as well as scientific, policy and governance support to the work programmes established by the Commission and its many Committees and sub-groups. The Secretariat organises meetings and workshops, manages statistical data, information technology and human resource services, produces publications and distributes official and non-official communications. It is also responsible for compliance with various duties including Health and Safety, data protection and the maintenance of the Commission's premises through its Headquarters Agreement with the United Kingdom.

The IWC Strandings Initiative and the Strandings Coordinator

At IWC66 in October 2016 the Commission considered and endorsed recommendations on strandings developed at Scientific Committee annual meetings (SC66a and SC66b) and from the Whale Killing Methods and Welfare Issues Working Group. These had taken into account recommendations from two recent IWC workshops on strandings response: (1) *The Investigations of Large Mortality Events, Mass Strandings and International Stranding Response Workshop*, San Francisco, December 2015, focused on response and investigations of cetacean strandings, with a focus on unusual or large scale mortality events and (2) *The Workshop to Develop Practical Guidance for the Handling of Cetacean Stranding Events*, Kruger National Park, May 2016, focused on building global capacity for effective cetacean stranding response, in particular highlighting relevant actions in the Commission's Welfare Action plan. In particular, the Commission endorsed a recommendation to establish a Strandings Coordinator post, and an Expert Panel on strandings to provide guidance on strandings response and investigations.

Subsequently, proposals on the governance of the strandings initiative, Terms of Reference for the Expert Panel and Steering Group arrangements were endorsed at the Scientific Committee meeting in May 2017. The Expert Panel has been convened and has started to develop its workprogramme, with an initial focus on emergency response and on trainings.

Further background on strandings and the work of the IWC can be found at <https://iwc.int/strandings> and the reports of the relevant Scientific Committee and Working Group on Whale Killing Methods and Welfare Issues meetings.

1. Job description and person specification

The Stranding Response Coordinator will work to further develop and implement the IWC Strandings Initiative. The Coordinator will convene the Strandings Expert Panel and will be the liaison between the Expert Panel, the Conservation and Scientific Committees, the Whale Killing Methods and Welfare Issues Working Group, and the IWC Secretariat. The Strandings Coordinator will:

- Develop capacity building implementing training programmes for emergency response in case of live cetacean strandings and large scale and mass mortality events through specific guidelines and training workshops using IWC-endorsed curricula
- Organise and convene the IWC Expert Panel on Strandings
- Work with the Expert Panel to develop a strategy for handling requests received by the Secretariat for strandings training, analyses, investigation, and/or response
- Coordinate the IWC Expert Panel response to requests for unusual stranding events response assistance
- Prepare and disseminate reports on progress under the strandings initiative (including reports from Expert Panel meetings) to the Strandings Steering Group, the IWC Scientific Committee and the Whale Killing Methods and Welfare Issues Working Group and to other parts of the Commission as required.
- Work with the IWC Secretariat to expand coordination of IWC Stranding Initiative efforts with those of other Intergovernmental Organisations who share similar responsibilities and goals
- Assist the IWC with its work on other initiatives relevant to strandings as may be required (e.g. ship strike, entanglement)
- Assist the IWC with its work of fund raising to support trainings and emergency response
- Represent the IWC at relevant and appropriate events (e.g. meetings and conferences)
- Any other tasks that may be required by the organisation that are commensurate with the job role.

Person specification

The table below indicates the essential and desirable criteria for this post and how these elements will be assessed by the selection panel.

Assessment Types

A = Application Form I = Interview P = Presentation T = Test

Attribute	Essential	Desirable	Assessment
Education	<ul style="list-style-type: none"> • University degree or equivalent standard qualification in a relevant discipline (e.g. Veterinary 	<ul style="list-style-type: none"> • Postgraduate qualification in a relevant discipline 	A

Attribute	Essential	Desirable	Assessment
	<p>Science; biological sciences; Zoology) or equivalent professional experience</p>	<ul style="list-style-type: none"> • Relevant professional qualifications or membership of professional bodies. 	
<p>Knowledge and experience</p>	<ul style="list-style-type: none"> • A good general knowledge of all issues related to strandings including investigation and response • Significant and practical experience related to marine mammal strandings response (including logistics, live animal strandings response, and post mortem investigations) • Experience in coordination of stranding responses in regional/national stranding networks • Experience in producing information in a variety of formats, including but not limited to meeting papers and reports; funding proposals; manuscripts suitable for peer review and publication; visual presentations; web material and social media updates etc. 	<ul style="list-style-type: none"> • An understanding of IWC as an organisation and where it can contribute on this issue • Experience in the delivery of relevant training exercises/capacity building. 	<p>A/I</p>
<p>Skills and abilities</p>	<ul style="list-style-type: none"> • Good written and oral English • Exceptional interpersonal skills, with a proven ability to engage with stakeholders from many fields and diverse cultural backgrounds • A good capability to work in a multicultural and multi-socioeconomic environment under pressure. • Excellent organizational skills, with a proven ability to work in emergency situations. • Demonstrable experience in organizing and convening meetings, workshops and groups 		

2. Remuneration package and Terms and Conditions

Duty Station: Cambridge, United Kingdom (or other feasible location, subject to discussion at interview)

Hours: Part time: 18.75 hours per week exclusive of meal breaks.

Duration: One-year fixed term contract. Extension subject to Commission endorsement and available funding.

Reporting to: Head of Programme Development

Salary: Starting salary £31,320-£35,130 pro rata, dependent on skills and experience.

Secretariat salaries are subject to an internal assessment (i.e. a tax) which is paid to the Commission. Because it is an intergovernmental organisation, the IWC is granted certain immunities and privileges by the Government of the United Kingdom. One of these is that permanent members of the Commission's staff do not pay UK income tax on their salaries.

Pension: The IWC operates the equivalent of a defined contribution scheme and will make contributions of up to a maximum of 15.8% salary if the employee contributes 7.9%.

Leave: 27.5 days per year pro rata in addition to 8 days UK public holidays.

Benefits: This post qualifies for membership of the IWC's Group Life Insurance, Income Protection Insurance and Medical Insurance schemes.

Travel: This role will require international travel. In the initial contractual period this will include attendance at the IWC Scientific Committee meeting in 2018 as well as attendance of relevant intersessional workshops and other international meetings as required.

This post is offered as a fixed-term employment contract. A secondment arrangement could also be considered for the successful applicant.

3. Application process

Candidates requiring any further information or an informal discussion prior to applications can contact Sarah Smith (sarah.smith@iwc.int or 01223 223971).

Applications are invited through submission of a curriculum vitae and a letter no longer than two sides of A4 at 11pt type explaining how the candidate fulfils the requirements of the post and the person specification. Applicants must also provide details of two referees who the IWC will only contact after an offer of employment is made. Any offer of employment will be subject to satisfactory references.

Applications should be sent by email to secretariat@iwc.int and must arrive by Thursday 11th January 2018. Please enter Strandings Coordinator recruitment in the subject field. All applications will be acknowledged.

We are committed to equal opportunities for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation,

*pregnancy and maternity, race, religion or belief and marriage and civil partnerships.
Reasonable requests for flexible working arrangements will be considered.*