



# CCAMLR

---

## **Advertisement**

### **Executive Secretary of the Commission for the Conservation of Antarctic Marine Living Resources (CCAMLR)**

The Commission for the Conservation of Antarctic Marine Living Resources (CCAMLR) invites applications for the position of Executive Secretary.

CCAMLR is an international organisation, with Headquarters in Hobart, Australia, responsible for giving effect to the objectives and principles of the Convention on the Conservation of Antarctic Marine Living Resources which provides for the conservation and rational use of marine living resources in waters adjacent to Antarctica.

The Executive Secretary manages an administrative, technical and scientific staff; presents and manages the Commission budget and associated programme of work; and organises the meetings of the Commission, the Scientific Committee and their subsidiary bodies.

### **Selection criteria**

Applicants must satisfy the following selection criteria:

- Applicants must be citizens/nationals of a Member of the Commission.
- Experience of the operations of international, regional and/or intergovernmental organisations.
- Demonstration of a high level of managerial and leadership experience and proven competence, in such areas as:
  - the selection and management of administrative, technical and scientific staff;
  - the preparation of financial budgets and the management of expenditures;
  - the organisation of meetings and provision of secretariat support for high level committees.
- Demonstrated ability to direct processes of change at the substantive and management levels within large institutions of national or international scope.
- Familiarity with Antarctic affairs.

- Familiarity with fisheries and/or ecosystem management.
- A university degree, academic degree, or equivalent qualification.
- Professional competency in English with proficiency in at least one of the other three languages of the Commission desirable.

### **Salary and allowances**

The appointment will be for a term of four years with the possibility of one additional four-year appointment. Details of remuneration and allowances are available on request from the Finance and Administration Manager, CCAMLR Secretariat ([recruitment@ccamlr.org](mailto:recruitment@ccamlr.org)).

### **Availability**

Unless otherwise agreed with the Chair of the Commission, the individual selected for the post of Executive Secretary must be available to commence work on 5 April 2018 for a two-week period of transition with the incumbent Executive Secretary and will assume the post on 20 April 2018.

### **Additional information**

Please consult the CCAMLR website at [www.ccamlr.org](http://www.ccamlr.org) for complete information on duties, selection criteria, staff regulations and the application process.

### **Equal employment opportunity**

CCAMLR is an equal opportunity employer.

### **Closing date**

Applications must be received no later than 2400 h Australian Eastern Standard Time (GMT + 10) 15 May 2017. Applicants are requested to submit their applications as soon as practically possible.