

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 a small administrative, technical and scientific staff; presents and manages the Commission budget; and organises the meetings of the Commission and its ad hoc and standing committees.

Applicants must be citizens/nationals of a Member of the Commission: (Argentina, Australia, Belgium, Brazil, Chile, People's Republic of China, European Community, France, Germany, India, Italy, Japan, Republic of Korea, Namibia, New Zealand, Norway, Poland, Russian Federation, South Africa, Spain, Sweden, Ukraine, United Kingdom of Great Britain and Northern Ireland, United States of America, Uruguay).

Selection Criteria

- Experience or detailed knowledge 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;
 - oversight and management of computer services and information technology.
- Familiarity with Antarctic affairs.
- Familiarity with fisheries and/or ecosystem management.
- Language skills.

Salary and Allowances

The appointment will be for a term of four years with the possibility of one additional four-year appointment. Present salary is in the range of US\$129 304 to US\$150 341 pa gross. Allowances are based on the UN system and include post adjustment, removal costs, installation grant, repatriation allowances, home leave allowance every two years, social security and child education benefits.

Availability

The individual chosen for the post of Executive Secretary must be available starting 15 February 2010 for a two-week period of transition with the incumbent Executive Secretary and will assume the post on 1 March 2010.

Additional Information

Please consult the CCAMLR website at www.ccamlr.org for complete information on duties, selection criteria and the application process.

Equal Employment Opportunity:

CCAMLR is an equal opportunity employer.

Closing date:

The closing date for applications is 1700 h (Australian Eastern Standard Time) 30 April 2009. Applications should be submitted electronically to recruit@ccamlr.org. A copy of the application should also be sent to the Member Country contact (see the CCAMLR Website for details).