



Circular 22 / 2019

From: Executive Secretary

Date: 6/11/2019

To: Antarctic Treaty Consultative Parties

Subject: Nomination of Rapporteur Candidates for
ATCM XLIII

Attachments: None.

Together with the Antarctic Treaty Consultative Meeting (ATCM) and the host governments of former ATCMs, the Secretariat has developed a rapporteur system over several years. This system supports the special quality needs of the ATCM and comprises five professional rapporteurs, two local rapporteurs, a trainee, a chief rapporteur and an editor.

Taking into consideration the current system, during ATCM XXXVIII Parties emphasised the importance of making provisions for the ongoing introduction of new rapporteurs to the rapporteur team, in order to ensure a continuity of knowledge in the team. The Meeting requested that the Secretariat communicate with the Parties in advance of future ATCMs to seek their recommendations for potential candidates.

The Secretariat invites Parties to recommend suitable rapporteur candidates for ATCM XLIII by **6 December 2019**. The purpose is to provide the opportunity for Parties to nominate possible new rapporteurs in order to:

- a) increase the pool of rapporteurs open to the Host Country to select; and
- b) ensure that there is an ongoing, transparent avenue for the introduction of possible new rapporteurs.

Rapporteurs take notes during designated ATCM sessions and produce summaries of those notes immediately afterwards. To achieve a Final Report that accurately summarises the discussions and decisions taken at an ATCM, the Meeting relies on a fast, well-coordinated and impartial rapporteur team. Supervised by the chief rapporteur, the rapporteurs can be categorised as:

- 1) expert rapporteurs, who have either previous experience providing rapporteur services to an ATCM or similar experience; and
- 2) local rapporteurs, who are citizens of the ATCM Host Country and who may have been seconded from other positions temporarily.



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- 3) At times, a trainee rapporteur is also selected to join the rapporteur team. This is intended to provide opportunities for new candidates to enter the pool of expert rapporteurs.

Recruitment

Candidates are requested to submit a short application based on the profile described below. An ideal rapporteur candidate possesses the following experience and attributes:

- Prior experience as an ATCM rapporteur (preferred);
- Excellent oral and written English communication skills;
- Good knowledge of the Antarctic Treaty System;
- Experience working with Antarctic related issues, intergovernmental agreements or similar;
- Good computer skills including proficiency in Microsoft Word and high typing speed;
- The ability to work with tight deadlines and remain confident under pressure;
- The ability to work effectively in a team and in pairs;
- A willingness to be flexible and supportive; and
- A commitment to continued improvement, and to offering and accepting constructive feedback.

Applications should be submitted to ats@ats.aq by 6 December 2019.