

**IAEA***Atoms for Peace: The First Half Century*

1957-2007

الوكالة الدولية للطاقة الذرية

国际原子能机构

International Atomic Energy Agency

Agence internationale de l'énergie atomique

Международное агентство по атомной энергии

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2006/Note 67

Note by the Secretariat

Fourth Meeting of Points of Contact for the Recruitment of Women

The Secretariat has the honour to report to Member States on the Fourth Meeting of the Points of Contact for the Recruitment of Women, which took place on 28 September 2006 at IAEA Headquarters.

The purpose of the meeting was to review actions taken by both the Secretariat and Points of Contact with regard to the recruitment of women since the last meeting in March 2006. Nineteen Member State representatives participated in the meeting.

Mr. David Waller, Deputy Director General, Head of the Department of Management, drew attention to the Director General's statement to the 2006 General Conference, in which he had called on those Member States who have not yet done so to nominate their Point of Contact. Mr. Waller, while noting that of the members of the 2006-2007 Board of Governors, only 18 Member States had designated a Point of Contact, underscored the importance of the work of these Points of Contact, in order to make an appreciable impact on the representation of women by the time the Director General's 2007 report to the Board of Governors and the General Conference on the subject.

Mr. Doug Northey, Director of the Division of Personnel, Department of Management, having identified the two challenges that the Secretariat faces in this area – presenting itself as a desirable place for women to build their careers and finding well qualified women applicants – underlined that an energetic partnership with Member States is a crucial part of succeeding on this front.

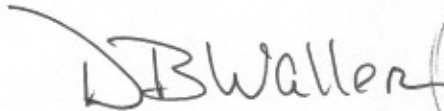

Ms. Jill Cooley, Director of the Division of Concepts and Planning, Department of Safeguards, briefed Member States on the 2006 Women in Nuclear (WIN) global annual meeting, where she had given the keynote address regarding the Nuclear Non-Proliferation Treaty and the IAEA's role in its enforcement. She emphasized the importance of WIN and other such organizations as networking opportunities for professional women in the nuclear field.

Ms. Anita Nilsson, IAEA Focal Point for Gender Concerns, and Ms. Catherine Monzel, Alternate Focal Point, led an interactive discussion with the delegates regarding the Secretariat's recent actions taken towards furthering gender equality, as well as new ways in which Points of Contact can assist in this area. The Secretariat's internal initiatives with respect to gender equality, as well as its recent recruitment missions and outreach tools aimed at women were discussed. Ms. Nilsson and Ms. Monzel called on Points of Contact specifically to submit information about relevant professional associations and journals to the Secretariat, which can provide valuable outreach opportunities through events, vacancy advertisements and articles featuring the IAEA. Ms. Monzel also described the Secretariat's

new internship policy, which is another way to offer valuable experience to young professional women, and asked Points of Contact to promote the programme in their Member States.

Several delegates described in positive terms the experience of their Member States with the Secretariat's various outreach activities. For example, a delegate from the United States of America stated that the Secretariat's recruitment missions to large conferences have been successful in reaching potential well qualified candidates, and noted that having a technical speaker on the agenda in tandem with recruitment presence is an even more effective way to raise the IAEA's profile. The Point of Contact of Romania expressed that her government's authorities consider gender equality to be a priority and support the Secretariat's activities in this area. She requested that the Secretariat's recruitment-related material be sent through its Permanent Mission to an upcoming large event of the Romanian Nuclear Agency. The Point of Contact of the United Kingdom shared her experience in making contact with a key person within the national nuclear field in order to collaborate on assisting the Secretariat in this area. Several other delegates, among them those of Canada, France and Italy, also reported on their recent activities.

The enclosed letter was sent after the meeting to all members of the Board of Governors that have not yet designated a Point of Contact.

 
2006-12-15

Enclosures

4th Meeting of Points of Contact for the Recruitment of Women



28 September 2006



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Gender Issues in Human Resources



Doug Northey
Director, Division of Personnel



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Women in Nuclear Global Annual Meeting



Jill Cooley

Director, Division of Concepts and Planning, Department of Safeguards



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Continued Collaboration in Recruiting Women: An Interactive Discussion



Anita Nilsson, Focal Point for Gender Concerns
Catherine Monzel, Alternate Focal Point
Member State Points of Contact



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Discussion Topics

1. Internal developments
 - a. Senior management attention
 - b. Departmental Focal Points
 - c. Gender mainstreaming policy
 - d. Gender-related training courses
2. Recruitment missions
3. Outreach tools: Professional associations and journals
4. Outreach tools: Internet
5. Targeting young professionals



Internal Developments

- a. Senior management attention to the issue
 - Discussed at senior management retreat
 - Annual Departmental reports
 - Mentioned in DG's speech at General Conference
- b. Departmental Focal Points for Gender Concerns
 - To be nominated by DDsG
 - Assist DDG and Focal Point, act as liaison to staff and Member States
- c. Gender mainstreaming policy update
- d. Gender-related training courses:
 - Communication skills for women
 - Gender sensitivity for staff
 - Gender sensitivity for managers



Recruitment Missions

- May: Women in Nuclear Global Annual Meeting (Canada)
- July: Institute of Nuclear Materials Management Annual Meeting (USA)
- Next year: Nuclear Information Day (Romania)



Task 4

Outreach Tools: Professional Associations & Journals

Professional associations

- Large, targeted group
- Could feature IAEA at events, in publications, on website, through job e-mails

Journals

- Advertising opportunity
- Article on women in the IAEA



Task 1

Outreach Tools: Internet

- "Point of Contact" site live since April
- Newly redesigned jobs website
- Web-based advertisement of jobs where possible



Task 2

Targeting Young Professionals

- New internship programme
- JPO agreements – how have they worked for Member States in the past?



Task 3

Continued Collaboration in Recruiting Women

Your Ongoing Tasks

1. Submit contact information of institutions
2. Spread the word about the Agency
3. Publicize the JPO and TC Fellowship programmes
4. Arrange recruitment mission

Additional Ideas

- Focus on submitting professional associations
- Find journals for vacancy advertisement or article about IAEA
- Find new ways to utilize internet to spread the word
- Publicize new internship programme





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2006-11-24

Sir/Madam,

I have the honour to refer to the Note (2005/Note 17) issued by the Secretariat in March 2005, which called on Member States to designate an individual in their Mission or capital as their *Point of Contact* for the recruitment of women (for ease of reference, a copy of this Note is attached). The *Points of Contact* are intended to assist in disseminating information on IAEA job vacancies to scientific institutes, universities and other relevant institutions in the Member State, and in reaching out to potential women applicants.

As the Director General mentioned in his statement to the General Conference, to date, 39 Member States have joined this initiative, and have been working closely with the Secretariat in helping to identify well-qualified women candidates. However, of the Member States that comprise the newly elected Board of Governors, so far only 19 have designated Points of Contact.

The Director General also noted that the percentage of women employed by the IAEA in the Professional category has improved over recent years, rising from 17% in 1998 to over 20% today, with an appreciable increase in the number of women in senior level posts. However, the percentage is still well below the Secretariat's ultimate goal of gender balance at all levels of the Professional staff.

While the Secretariat continues to implement activities and initiatives aimed at improving gender balance, and reported on these measures at its fourth meeting with Points of Contact, held in October, the fact is that the Secretariat — without Member State support — simply cannot reach a sufficient number of potential well-qualified women candidates. In this regard, an example of what can be achieved is the fact that currently active Points of Contact have submitted to the Secretariat the names and electronic contact information of close to 500 universities, professional associations, ministries and other national institutions in their respective Member States from which suitably qualified women applicants could be drawn. As a result, these institutions now receive monthly IAEA vacancy notice emails directly, potentially reaching thousands of qualified women.

As you are aware, in 2007, the Director General will again submit his biennial report on the subject of Women in the Secretariat to the Board of Governors and the General Conference, and in order to assure a continued increase in the share of Professional women, your prompt assistance is requested.

As a member of the Board of Governors, «Member_State» would be in a position to help us to reach our goal. By designating a Point of Contact, you will signal to other Member States, as well as to the international community at large, that «Member_State» considers gender equality to be a priority and supports the Secretariat's efforts in reaching this goal. I urge you to join this initiative in order to effect tangible and lasting change in this very important area.

Accept, Sir/Madam, the assurances of my highest consideration.

David B. Waller

Deputy Director General

Head of the Department of Management