

Amnesty International members only

**33rd International Council Meeting**

**Circular 2:**

**Call for People: Internationally Elected Positions**

**AI Index**: ORG 50/4954/2016

**To**: Sections and structures

**ICM Session:** N/A

**From**: International Nominations Committee (INC)

**Date**: 20 October, 2016

**PURPOSE STATEMENT**

This document includes information on nominating candidates for internationally elected positions and:

* The ‘Nominations for international positions’ template form (appendix 1);
* The ‘Competency Framework’, to be completed by International Board candidates only (annex 1: ORG 50/4929/2016).

**DISTRIBUTION**

This is an internal circular which is being sent to all sections and structures.

**RECOMMENDED ACTIONS**

* Please nominate candidates for the **International Board** **by 11 May 2017** following the process outlined on **page 10** of this circular.
* Please nominate candidates for **all other internationally elected positions by 11 June 2017** following the process outlined on **page 11** of this circular.
* **All submissions (International Board positions and all other internationally elected positions) must be made by the section or structure chair or director, who must also complete the section / structure supporting statement** on the ‘Nominations for International positions’ (appendix 1). Please send all submissions to**committees@amnesty.org**
* **A summary of all the applications received by these deadlines will be made available to the movement on the ICM wiki.**

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CALL FOR NOMINATIONS FOR INTERNATIONAL POSITIONS

Dear Friends,

Please help us find exceptional people from throughout our movement and beyond, who can help lead Amnesty International (AI) to make its greatest possible impact in defending and protecting human rights.

As you know, AI is characterized by its strong internal democracy. As a diverse global movement, we know there are many among our community and wider networks with the outstanding qualities, skills and experience to make the difference we need.

The 2017 International Council Meeting (ICM) will hold elections for the following positions:

* 4 members of the International Board (Board)
* 1 member of the Finance and Audit Committee (FAC)
* 5 members of the Membership Appeals Committee (MAC)
* 2 members of the International Nominations Committee (INC)
* the Chair of the International Council in 2019
* the Alternate Chair of the International Council in 2019

Of these, the positions on the International Board are especially critical in shaping and driving Amnesty International to achieve our shared vision. This requires highly skilled and professionally experienced candidates standing for election to these important roles.

We call upon you to use your knowledge, networks, and communications channels to reach out to the very best candidates across the movement. As well as considering the talented people who have held governance roles in AI, we encourage you to cast your thoughts to include the many highly skilled professionals within our wider membership, and beyond AI.

We hope the following information is helpful in assisting you in this search. If you have any questions, please contact the members of the International Nominations Committee at any time via committees@amnesty.org.

***We note that the 2017 ICM will be deciding on a proposal to reform the current AI governance systems. Depending on the outcome of that decision, some of the positions and term lengths described in this Circular may change. Any such changes will be put into practice through a subsequent transitional arrangement, providing a smooth transfer to a revised governance model.***

With warm regards,

**International Nominations Committee**

Aïcha Kabore Zoungrana, AI Burkina Faso

Gina Hill, AI Canada (English Speaking) – Chair

Kristin Høgdahl, AI Norway

Marjorie Vázquez, AI Puerto Rico

Nicola Mutch, AI Aotearoa New Zealand

Pietro Antonioli, AI Italy (co-opted)

ABOUT THE NOMINATIONS PROCESS

Elections will take place pursuant to the Statute (POL 20/001/2013), the ICM Standing Orders, and relevant ICM Decisions.

The role of the International Nominations Committee (INC) is to support the movement in seeking out appropriately qualified candidates for vacant positions. This document provides information about the processes for nominating candidates to stand for election for any of the listed internationally elected positions.

While candidates need not be members of AI at the time of submitting their nomination, they must have become members by the time of the ICM.

Please note that there is one process for candidates to the International Board, and a different process for all other positions.

**Members of the International Board**

According to the ICM Standing Order, candidates must be nominated for the Board by **11 May 2017** (3 months prior to the elections), using the process outlined in this circular (see page 10). Candidates for the Board are asked to notify the INC via email as soon as they have decided to stand, and complete and submit the form ‘Nominations for International Positions’ (appendix 1) as well as the Competency Framework document (annex 1: ORG 50/4929/2016) accompanying this Circular, by the deadline. Candidates must be prepared to reply to a few additional Questions to Candidates prior to the ICM, which the INC will use to provide candidate information to the electorate. There will also be the opportunity to provide a brief video that will be made available to the movement, instead of the on-site speech used in the past.

**All Other Internationally Elected Positions**

Candidates for all other internationally elected positions must be nominated by **11 June 2017**, using the process outlined in this Circular (see page 11). Candidates are asked to notify the INC via email as soon as they have decided to stand, and must complete and submit the form ‘Nominations for International Positions’ (appendix 1). Forms received by the deadline will be translated and circulated by the International Secretariat. Due to the high volume of ICM material, we unfortunately cannot translate materials received after that date, and candidates will need to circulate forms and translations themselves. There will also be the opportunity to provide a brief video that will be made available to the movement, instead of the on-site speech used in the past.

Nominations must be in English, French, or Spanish, submitted by the chair or director, or the INC, and endorsed by the board of the nominating section or structure. All nominations must include a supporting statement from the nominating section, structure, or the INC, and be sent to the Governance Programme at committees@amnesty.org, by the relevant deadline.

DETAILS OF INTERNATIONALLY ELECTED POSTIONS

**INTERNATIONAL BOARD**

Nominations are invited in 2017 for **4 regular members** of the International Board. In accordance with the ICM Standing Orders, the deadline for submission of nominations for members of the International Board is 3 months before the election. **Candidates must therefore be nominated** **by 11 May 2017**.

The International Board consists of eight regular members and the Treasurer, each of whom is a member of Amnesty International. The Board's role is to provide guidance and leadership for the Amnesty International movement worldwide. Its chief functions are set out in the Statute. Currently, Board members are elected to office by the ICM, for staggered four-year terms, with half the regular members up for re-election at each ICM. Their terms of office shall begin and end at the close of the ICM for a maximum of two consecutive terms.

Not more than one member in any section, structure or affiliated group, or international member of Amnesty International voluntarily resident in a country, state or territory in which there is no section or structure, may be elected as a regular member of the International Board. 1

Candidates for International Board roles are encouraged to attend the ICM in person. Should it not be possible for candidates to be members of section/structure delegations, limited funding may be available from the international budget to assist with the costs of travel.[[1]](#footnote-2)

As members of the International Board, individuals will be asked to undertake a number of senior governance and decision-making roles such as:

* determining vision and strategy;
* maintaining values;
* providing insight and judgement;
* ensuring financial oversight and accountability;
* implementing governance standards and policy;
* managing conflicting interests; and
* appointing, overseeing and supporting the Secretary General.

In practical terms, these roles include the following activities:

* Attend all scheduled Board meetings, approximately 2 physical meetings per year of 2-3 days length.
* Attend 2 meetings by video conference of 1-2 days length; this might involve meetings late at night or early morning to accommodate various time zones.
* Attend 1 or 2 additional large international meetings per year such as the Chairs Assembly and Directors Forum and the ICM; duration can vary from 3 to 5 days.
* Prepare thoroughly for all meetings; this includes reading and studying documents, preparing for decisions, as well as reviewing and approving for circulation draft discussion circulars, etc.;
* Check e-mails regularly and be available to comment on specific questions and documents;
* Remain reasonably informed about main AI activities and campaigns globally (read key reports, follow AI in the headlines of main media outlets, etc.);
* Occasionally, visit AI’s sections and structures (typically for Annual General Meetings); Board members are generally not expected to represent AI externally as spokespersons for the organization, but under Secretary General delegation this may happen from time to time (e.g. meet a potential big donor in your country of residence);
* Demonstrate leadership for the movement;
* Undertake specific lead roles on behalf of the Board, including membership of Board sub-committees;
* Identify and use personal strategies for demonstrating personal and collective leadership to the membership;
* Communicate regularly with other Board members;
* Communicate regularly with the movement on the strategic direction of AI; and
* Contribute constructively to the special relationship between the Board, the Secretary General, and the Senior Leadership Team at the International Secretariat, ensuring a sense of **‘**one team’.

The current International Board members are listed below, together with the date of the first year of their election to the International Board, and the term for which they can be elected at the 2017 ICM.

|  |  |  |  |
| --- | --- | --- | --- |
| **Board Member** | **Country** | **First Elected** | **2017 election** |
| **Guadalupe Rivas** | **Mexico** | **2009** | **Not eligible for re-election** |
| Rune Arctander | Norway | 2011 (re-elected 4-year term 2015) | Remains on International Board |
| Nicole Bieske  | Australia | 2011(re-elected 4-year term 2015) | Remains on International Board |
| **Vincent Adzahlie-Mensah** | **Ghana** | **2013** | **Eligible for re-election for 4-year term** |
| **Sarah Beamish** | **Canada ES** | **2013** | **Eligible for re-election for 4-year term** |
| **Paul Divakar Namala** | **India** | **2013** | **Eligible for re-election for 4-year term** |
| Shahram Hashemi | USA | 2015 | Remains on International Board |
| Mwikali Muthiani | Kenya | 2015  | Remains on International Board |

|  |  |  |  |
| --- | --- | --- | --- |
| **Treasurer** | **Country** | **First Elected** |  |
| Jacco Smit | Netherlands | 2015  | Remains on International Board |
| **Co-optee** | **Country** | **Term** |  |
| Carolyn Hardy | Australia | 2014-15 | Not eligible for further co-option |
| André Banks | USA | 2016-17 | Eligible for further co-option |

**FINANCE & AUDIT COMMITTEE (FAC)**

Nominations are invited in 2017 for **1 position** on the FAC. **Candidates must be nominated by 11 June 2017.**

The International Board Finance & Audit Committee (FAC) is an advisory subcommittee of the International Board, established by Decision 15 of the 2009 ICM, reporting directly to the International Board (Terms of Reference: ORG 70/3001/2015).

FAC is composed of five members including the Chair:

* One member will be the International Treasurer;
* Two members will be either elected or co-opted members of the International Board other than the International Treasurer, or an independent expert appointed by the International Board. At least one of the two will be an elected International Board member;
* Two members will be directly elected by the ICM from different sections or structures.

International Board members, including the International Treasurer, will serve FAC terms that coincide with the term of their International Board membership. If the International Board appoints an independent expert, he/she will serve for the same term as the International Board members.

The two members directly elected by the ICM will serve for staggered 4-year terms and will serve for a total continuous period not exceeding eight years.

The current members are listed below, together with the date of the first year of their election to the Accountability and Control Committee [ACC], which was replaced by the FAC in 2009.

|  |  |  |  |
| --- | --- | --- | --- |
| **FAC Member** | **Country** | **First Elected** | **2017 election** |
| **Greg Marsh** | **UK**  | **ACC: 2007**  | **Not eligible for re-election** |
| Alan McLean | Ireland | 2015  | Remains on FAC  |

**INTERNATIONAL NOMINATIONS COMMITTEE (INC)**

Nominations are invited in 2017 for **2 positions**, which will be elected for 4-year terms. **Candidates must be nominated by 11 June 2017.**

The INC was established by Decision 7 of the 2009 ICM for the purposes of assisting Amnesty International in the identification of people for election and appointment to various positions.

The INC shall have five members elected by the International Council in the same manner and subject to the same conditions as provided for in Article 30 of the Statute governing International Board elections.

Members of the INC shall hold office for a period of four years. Their terms of office shall begin and end at the close of the ICM for a maximum of two consecutive terms.

During their membership of the INC and for one year after, members of the INC cannot be elected, appointed or co-opted to any leadership position within any body established by the Statute or by the Standing Orders of the International Council, or in relation to which the INC has any role or responsibility.

The INC was elected for the first time in 2011, with the three highest scoring candidates on 4-year terms, and the other two candidates on 2-year terms. The current members of the INC are listed below.

|  |  |  |  |
| --- | --- | --- | --- |
| **INC Member** | **Country** | **First Elected** | **2017 election** |
| Gina Hill | Canada ES | 2011 (re-elected 4-year term 2015) | Remains on INC |
| Aïcha Zoungrana | Burkina Faso | 2011 (re-elected 4-year term 2015) | Remains on INC |
| **Kristin Høgdahl** | **Norway** | **2013** | **Eligible for re-election for 4-year term** |
| **Nicola Mutch** | **New Zealand** | **2015 (elected for 2-year term 2015; serving remainder of term)** | **Eligible for re-election for 4-year term** |
| Marjorie Vázquez | Puerto Rico | 2015  | Remains on INC |
| **Co-optee** | **Country** | **Term** |  |
| Pietro Antonioli | Italy | 2015-19 | Remains on INC |

**MEMBERSHIP APPEALS COMMITTEE (MAC)**

Nominations are invited in 2017 for **5 members** of the committee**.** **Candidates must be nominated by 11 June 2017.**

The MAC was established by Decisions 49 and 50 of the 1985 ICM (see also Article 52 of the Statute). The committee considers appeals against International Board decisions to deprive a section, group or member of membership.

The committee is usually composed of five members, elected for a maximum of three consecutive 2-year terms. The current members are listed below, together with the date of the first year of their election to the MAC.

|  |  |  |  |
| --- | --- | --- | --- |
| **MAC Member** | **Country** | **First Elected** | **2017 election** |
| **Marian Pink** | **Austria** | **2013** | **Eligible for re-election for 2-year term** |
| **Daniel Weishut**  | **Israel** | **2013** | **Eligible for re-election for 2-year term** |
| **Pierre Akomédi** | **Benin** | **2015** | **Eligible for re-election for 2-year term** |
| **Fabián Forestieri** | **Paraguay** | **2015** | **Eligible for re-election for 2-year term** |
| **Vanushi Walters** | **New Zealand** | **2015** | **Eligible for re-election for 2-year term** |

**CHAIRPERSON AND ALTERNATE CHAIRPERSON OF THE NEXT ICM**

Nominations are invited in 2017 for **both positions**. **Candidates must be nominated by 11 June 2017.**

The Chairperson and Alternate Chairperson of the International Council are elected by the preceding ICM (Article 24 of the Statute).

Neither the Statute nor ICM Standing Orders place a limit on the number of times the Chairperson or Alternate Chairperson may be re-elected.

The Chairperson and Alternate Chairperson of the 2017 ICM are listed below.

|  |  |  |  |
| --- | --- | --- | --- |
| **ICM Chair/Alternate** | **Country** | **First Elected** | **2017 election** |
| **Christine Pamp (Chairperson)** | **Sweden** | **2015** | **Eligible for re-election for 2-year term** |
| **Koldo Casla (Alternate Chairperson)** | **Spain** | **2015** | **Eligible for re-election for 2-year term** |

INTERNATIONAL BOARD CANDIDATES: overview of SEARCH PROCESS FOR 2017

**Recruitment Process for Board Members**

**Aims**

The aim of the Board recruitment process is to present to the ICM strong and effective Board candidates, whilst ensuring that candidates are fully informed and understand the roles and expectations of Board members. The INC’s goal is to contribute to a strong democracy by presenting more candidates than vacancies. The recruitment process will identify new candidates for the Board who strengthen the collective body and bring individual qualities that meet AI’s governance requirements, while providing a balanced assessment of candidates for the ICM to consider.

**Process**

1. INC issues Circular “Call for People: Internationally Elected Positions”.
2. INC initiates a search process.
3. Existing Board completes the Competency Framework (ORG 50/4929/2016).
4. Candidates submit nomination documents with completed Competency Framework.
5. INC analyzes information provided by candidates and provides information to ICM for making selections.
6. Candidates attend the ICM to meet delegations, and to familiarize themselves with the current issues and thinking of the movement.
7. Elections take place at the ICM.
8. Results of elections announced at ICM.

**Candidate actions**

1. Notify the INC (at committees@amnesty.org ) as soon as the decision to stand has been taken.
2. Have an initial briefing conversation with a member of the INC about the role, if relevant, and/or about the documentation to be presented.
3. Ensure the following documents are submitted by deadline 11 May 2017 (note: we no longer ask that candidates submit a *curriculum vitae*):
4. Nomination for International Positions form[[2]](#footnote-3) (appendix 1) completed by the **nominating section, structure, or INC** and the **candidate;** a **maximum of 700 words**; for further details, see below, ‘Nominations for International Positions’ form.
5. Completed Competency Framework (annex 1: ORG 50/4929/2016).
6. Complete additional Questions to Candidates as requested by the INC.
7. Clarify with a member of the INC any possible doubts about the Competency Framework if contacted by the INC for clarification.
8. Prepare a brief video statement according to the instructions to be provided following submission of nominations documents.
9. We recommend candidates attend the ICM to meet with and discuss their candidacy with section and structure delegations.

The INC will provide the ICM with some analysis of how International Board Candidates meet the stated requirements for the position. Nevertheless, ICM delegations are encouraged to conduct their own direct evaluation of candidates prior to voting.

**Competency Framework** (annex 1: ORG 50/4929/2016)

All candidates for the Board, including Board members seeking re-election, must complete the Competency Framework. The Framework is the key tool used by the INC in the Board candidate search process as it allows us to assess what competencies remain on the Board, and the competencies we should seek in order to provide a well-rounded Board.

The Competency Framework is a positive opportunity for candidates to support their candidacy by providing evidence for ICM delegates to consider when deciding who to elect. It aims to provide an increased element of objectivity to the search process by allowing the same information to be presented by each candidate.

Nominations for all other internationally elected positions

**Process**

1. INC issues Circular “Call for people: International Positions”;
2. INC initiates a search process;
3. Candidates submit nominations documents;
4. INC analyzes information provided by candidates and provides information to ICM for making selections;
5. Candidates attend the ICM to meet delegations, and to familiarize themselves with the current issues and thinking of the movement;
6. Elections take place at the ICM;
7. Results of elections announced at ICM.

**Candidate actions**

1. Notify the INC (at committees@amnesty.org) as soon as the decision to stand has been taken.
2. Ensure the following documents are submitted by deadline 11 June 2017:
3. Nomination for International Positions form[[3]](#footnote-4) (appendix 1) completed by the **nominating section, structure, or INC** and the **candidate;** a **maximum of 700 words**

Forms received by 11 June 2017 will be translated and posted on the ICM wiki. After that date, the Governance Programme **will not translate and circulate documents**; candidates will need to translate and circulate forms themselves.

THE ELECTION PROCESS at the ICM

**Elections[[4]](#footnote-5)**

In accordance with the ICM Standing Orders, the elections are conducted at the International Council Meeting as follows:

* The election officer decides on the time of the elections in consultation with the chairperson of the International Council.
* Separate ballots are distributed for each election.
* There is one ballot with the names of candidates in alphabetical order.
* Representatives vote, marking an x beside the name of the candidate they select.
* Representatives are free to vote for as many candidates as there are vacant seats, or less than the total number of vacancies.
* Candidates with the highest number of votes are elected till all vacancies are completed.
* In the event of a tie for the last vacant place there will be a re-election between the candidates with an equal number of votes.
* The election officer shall announce who is elected. Full election results shall be immediately posted on the ICM website. The individual results will also be included in the final report of the ICM.

NOMINATION FORM FOR INTERNATIONAL POSITIONS: APPENDIX 1

* Deadline to return International Board nominations to: committees@amnesty.org:

**11 May 2017**

* Deadline to return nominations for other international positions to: committees@amnesty.org: **11 June 2017**

**Candidates for the International Board**, must also complete the separate ‘Competency Framework’ (ORG 50/4929/2016)

**POSITION NOMINATED FOR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**NAME OF CANDIDATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* **Full contact details** including address, telephone and e-mail
* Name and contact information for **two references** who are familiar with the candidate’s professional or volunteer work; the INC might or might not contact references

 (*these items will not appear in the ICM Circular*)

***Note: The total text for points 1-7, below, must be a maximum of 700 words (suggested guideline: 100 words for the Candidate Statement, 600 words for the remainder). We no longer ask that candidates submit a* curriculum vitae.**

**1. Candidate Statement:** Quote from the candidate supporting their application

2. Brief biographical details, including country of residence

3. Relevant professional experience and qualifications

4. AI experience, including affiliation to AI and current position, if any, within the organization

5. Past or current official positions in other organizations

6. Other relevant skills or experience (for example languages or travel)

**7. Nomination Statement:** “Quote from the section/structure chair, or the INC, supporting the application of this candidate.”

**On behalf of AI XXX (include your name and role within your section/ structure)**

1. Following Decision 35 of the 1993 ICM, the 1995 ICM Preparatory Committee agreed that nominees for the Board who are not part of their section or structure’s delegation, must have their travel to the ICM paid for by the nominating section or structure. However, if the nominating section or structure is supported by the International Budget they may apply to the International Budget for assistance. They further agreed that Board nominees who are not part of a delegation may attend the ICM as observers. [↑](#footnote-ref-2)
2. Submissions not received using this template will be returned; re-submitted submissions may no longer meet the deadline. [↑](#footnote-ref-3)
3. Submissions not received using this template will be returned; re-submitted submissions may no longer meet the deadline. [↑](#footnote-ref-4)
4. The intention is for electronic voting to be used at the 2017 ICM. [↑](#footnote-ref-5)