

## IAI Director Recruitment

Based on discussions at the EC Meeting on 29 June 2004, a review of the Standing Rules of the Conference of the Parties of the IAI and other considerations, the following appear to be the options for the timing of the next Conference of the Parties (CoP) meetings:

### OPTION 1:

If the CoP decides to hold a “Special Meeting”, i.e. a second meeting in 2004 (as proposed in December 2004), Rule 11 states, “*The Conference of the Parties, in special instances and at the request of one or more of the Parties, may hold Special Meetings. These meetings may be held with two-thirds or more favorable vote...The Party that first tenders and offer shall be the site of the Special meeting, and in the case of no offers, Rule 9 of this Chapter shall apply.*”

Rule 12 states “*A request to hold a Special Meeting must contain an agenda of which only those items contained therein shall be discussed.*”

Since Rule 7 states, “*The Conference of the Parties shall hold one regular meeting a year...*” there would still need to be a CoP meeting in 2005.

### OPTION 2:

Another option presented would be to hold the CoP in January or February 2005 (possibly in conjunction with the EC which would be postponed from December 2004). It should be noted that the CoP is expected to approve two items in 2005, the Budget and Core Contributions for 2005/2006 and the CRN II awards. While it may be possible to have the Budget and Core Contribution schedule prepared early for consideration by the Cop, it would be virtually impossible for the IAI to have the CRN proposals received and reviewed prior to this date since the Call for Proposals is not expected until January 2005. Thus, a second CoP would be required in 2005 in order to approve the CRN II awards in a timely manner. The following scenario is built around a hypothetical CoP date of February 16-17, 2005, with the election on February 16.

July 1, 2004	CoP selects IAI Director Search Committee and endorses timeline
July 1-September 1	Search Committee <ul style="list-style-type: none"> <li>- discusses the position description and proposed modifications based on activities and priorities for the Director</li> <li>- develops proposed announcement for the position vacancy</li> <li>- develops list of venues in which the position vacancy will be announced</li> <li>- circulates proposed position description, vacancy announcement and venues to CoP for comment</li> </ul>
September 1	Vacancy announcement is posted with deadline of November 17, 2004, for submission of applications to country representatives

November 18, 2004	<i>Rule 70 “The meeting of the Conference of the Parties at which the election of the Director is to be held shall be called with advance notice of at least 90 days.”</i>
December 2004	Search Committee reports progress to EC XX
December 31, 2004	<i>Rule 68, “The Parties shall nominate candidates 45 days prior to the date of the election...”</i>
January 4-11, 2005	Search Committee reviews nominations to prepare short list
January 12-19, 2005	If necessary, conduct telephone interviews.
February 13-14, 2005	Search Committee interview of final candidates
February 16, 2005	<i>Election by CoP of IAI Director</i>

### OPTION 3:

The third option to is hold the Conference of the Parties in Spring 2005, but hold the meeting in late April or early May rather than late June. The following scenario is build around a hypothetical CoP date of may 5-6, 2005, with the election on May 5.

July 1, 2004	CoP selects IAI Director Search Committee and endorses timeline
July 1-September 1	Search Committee <ul style="list-style-type: none"> <li>- discusses the position description and proposed modifications based on activities and priorities for the Director</li> <li>- develops proposed announcement for the position vacancy</li> <li>- develops list of venues in which the position vacancy will be announced</li> <li>- circulates proposed position description, vacancy announcement and venues to CoP for comment</li> </ul>
September 1	Vacancy announcement is posted with deadline of November 17, 2004, for submission of applications to country representatives
December 2004	Search Committee reports progress to EC XX
February 4, 2005	<i>Rule 70 “The meeting of the Conference of the Parties at which the election of the Director is to be held shall be called with advance notice of at least 90 days.”</i>
March 21, 2005	<i>Rule 68, “The Parties shall nominate candidates 45 days prior to the date of the election...”</i>
April 23-30, 2005	Search Committee reviews nominations to prepare short list
March 30-April 6	If necessary, conduct telephone interviews.
May 1-2, 2005	Search Committee interview of final candidates
May 5, 2005	<i>Election by CoP of IAI Director</i>

A related issue is the nomination of an Interim Director. The IAI Director Search Committee or a separate committee (to be formed) would be responsible for identifying possible candidates for the position of Interim Director. It should be noted that per Rule 70, “When the position of Director becomes vacant before the term has been completed, said position shall be occupied on an interim basis by the individual designated by the Executive Council for a maximum period of up to six months.”