



SPREP

Secretariat of the Pacific Regional
Environment Programme



10th Pacific Islands Conference

NATURE CONSERVATION AND PROTECTED AREAS

Nature Conservation Action for a Resilient Pacific

CIRCULAR

FILE: HR 5/1/2/1
DATE: 1 October 2020
CIRCULAR: 20/77

TO: SPREP National Focal Points

SUBJECT: PROCESS FOR THE RECRUITMENT OF THE DIRECTOR GENERAL FOR 2021 – NEXT STEPS

Dear SPREP Members,

As agreed to at the recent 2nd SPREP Executive Board Meeting, Members are invited to take note and provide responses and comments where relevant, on the following matters regarding the recruitment of the Director General for 2021:

1. Job Description for the DG position – for comments
2. Approved Recruitment Process in line with the Rules of Procedure for the recruitment of the Director General – for comments
3. Invitation to take part in the Selection Advisory Committee (SAC) – for nomination
4. Recruitment Procedures for the SPREP DG post – for information.

I would be grateful if you can send in your comments and nominations for the SAC directly to the Secretariat's Director HR, Ms Simeamativa Vaai on email simeamativav@sprep.org by close of business on **Friday, 20th November 2020**.

For further information, contact Ms Vaai either on same email or through telephones +685 66236 or +685 7708228.

Dr Melchior Mataki
CHAIRPERSON
SPREP EXECUTIVE BOARD