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Personnel

Women in the Secretariat

Report by the Director General

Summary

- Resolution GC(49)/RES/16 B (Women in the Secretariat) adopted by the General Conference on 30 September 2005, requests the Director General to report biennially on progress made in achieving a higher representation of women in the Professional and higher categories in the Secretariat.
- This report presents the progress made in pursuing this goal during the period from 1 July 2005 to 30 June 2007.

Recommended Action

- It is recommended that the Board of Governors take note of the report, endorse the Director General's call for all Member States which have not yet done so, to appoint Points of Contact for the Recruitment of Women, and submit the report to the General Conference for its consideration.

Personnel

Women in the Secretariat

Report by the Director General

A. Background

1. In resolution GC(49)/RES/16 B, adopted by the General Conference on 30 September 2005, the Director General was requested to report on equal gender representation throughout the Secretariat as an ultimate goal, and requested the Director General to pursue a target of equal representation of women across all occupational groups and categories in the Agency, including in senior policy-level and decision-making posts.
2. Gender balance continues to be a UN Common System-wide problem: according to the most recent report of the Secretary-General¹, the representation of women in the Professional and higher categories in both the UN Secretariat and the UN system organizations remained almost static during the period 2004 to 2006 at around 37%. Although the Agency is still among the UN system organizations with the lowest representation of women Professional staff, the number of women in the Professional and higher categories has grown by 2.4% since July 2005, which is an encouraging trend.
3. The participation of women in certain branches of the natural sciences, engineering and technology is also low in the private sector and academia. Statistics continue to show that the overall number of graduate students – particularly women – in nuclear-related areas remains small and, consequently, the resource pool of women in the nuclear field is and will remain limited. Therefore, one of the Secretariat's major challenges in reaching the goal of equal gender representation is overcoming a lack of growth in the number of women pursuing scientific careers, in particular in the nuclear industry.

B. Secretariat initiatives to increase the representation of women

4. As recommended by the General Conference in GC(49)/RES/16 B, a comprehensive gender policy was developed and approved on 10 May 2007. The policy covers gender equality vis-à-vis

¹ 'Improvement of the Status of Women in the United Nations System', Report of the Secretary General, A/61/318, 7 September 2006.

staffing, as well as mainstreaming gender considerations in the Secretariat's programmes and operations. The Secretariat is now working on the development of instructions and guidelines for the implementation and integration of the policy.

5. The Agency Focal Point for Gender Concerns continues to work towards reaching the gender equality goals set out in the gender policy. Departmental Focal Points for Gender Concerns were appointed at the end of 2006 to support this work and to assist the Deputy Directors General in their efforts to achieve gender equality. Moreover, the Joint Advisory Committee's Sub-Committee on Gender Concerns continues to participate in efforts to increase the representation of female staff members. All these various functions are being undertaken by staff members in addition to their normal work assignments.

B.1. Recruitment measures

6. The Secretariat continues to work with Member State representatives to look for new ways to publicize the work of the Agency and to encourage applications by well qualified female candidates to Professional posts.

7. Special emphasis has been put on Agency representation at conferences and meetings where women in sciences can be reached. Attention has also been given to promoting the Junior Professional Officer (JPO), internship and fellowship programmes, aimed at giving young women professionals practical work experience.

8. At the invitation of Member States², four recruitment missions have been carried out since 2005, providing additional opportunities to reach out to well qualified female candidates. Two more recruitment missions are scheduled to take place in the fourth quarter of 2007.

9. The Secretariat also continues its relationship with the United Nations Inter-Agency Network on Women and Gender Equality (IANWGE), the Office of the Special Adviser to the Secretary-General on Gender Issues and Advancement of Women (OSAGI) and other organizations which are also working towards equal gender representation.

10. Particular attention continues to be paid to the assessment of female candidates in both the pre-screening and the selection processes for vacant posts. In cases of comparable qualifications for a post, special consideration is given to female candidates.

B.2. Member State involvement

11. In March 2005 the Secretariat requested all Member States to designate a Point of Contact to actively support its efforts in recruiting women. By 30 June 2007, 47 Member States had joined the initiative. The Secretariat meets regularly with Points of Contact to brief them on recent developments and statistics, as well as to discuss ways of encouraging well qualified women from both governmental and non-governmental sources to apply for Agency vacancies. Points of Contact also provide information to, and facilitate contact with, national institutions, agencies, universities, as well as professional and women's organizations, and directly distribute Agency vacancy notices to them. With their support, the Secretariat has built up a network of almost 500 institutions to which vacancy notices are e-mailed monthly. Points of Contact also arrange for recruitment missions, contribute to publicizing the Agency as a potential employer by providing contacts in specialized journals and websites, and promote the Junior Professional Officer, internship and fellowship programmes for

² The Secretariat has no established budget for recruitment missions and therefore the cost is funded by the requesting Member State.

young professional women in their countries. The Agency is the only organization in the UN common system to have initiated and implemented this measure.

B.3. Work/life balance

12. The Secretariat continuously reviews, updates and enhances its policies related to work/life balance. The majority of policies implemented in other UN Common System organizations directed to improved work/life conditions (such as flexible working hours, part-time work and work from home) have long been established. The Secretariat regularly organizes meetings to keep staff informed about these programmes and staff have increasingly benefited from the programmes.

13. In early 2006, the Secretariat implemented a paternity leave policy providing for a period of paid leave of four weeks, in line with the United Nations' efforts in improving work/life conditions of staff members within the UN Common System.

B.4. Reporting measures

14. Department Heads report each year on measures taken and the activities carried out in support of increasing the number of female Professional staff. Not only do all areas of the Secretariat continue to give special emphasis to appointing women from short-listed candidates during the recruitment process, but they also strive to give young professional women the opportunity to gain work experience in nuclear technologies and applications. Special attention is given to the participation of women in conferences, workshops and research projects, as well as on committees and consultancies.

15. Training courses on gender sensitivity and on communications skills were carried out during 2006.

C. Representation of Women in the Secretariat

16. The Annex contains figures and charts illustrating the results outlined below.

C.1. Present status

17. As of 30 June 2007, the total number of female staff in the Secretariat was 960, representing 41.9% of the staff:

- In the General Service category (which includes a variety of positions such as IT and laboratory technicians, accounting assistants, procurement clerks) the percentage of women was virtually unchanged (60.5% of staff as compared with 60.6% in 2005).
- In the Professional and higher categories among Regular Staff³, the share of women increased from 20.1% at the end of the previous reporting period in July 2005 to 22.5% in July 2007 (an increase of 2.4%).

18. This report relates henceforward only to Regular Staff in the Professional and higher categories.

³ Regular staff comprises all staff in the Professional and higher categories who are subject to the Staff Regulations and Rules, who have been appointed in accordance with standard recruitment procedures through funds provided in the Regular Budget, and who hold a fixed term contract of a minimum of one year. This category does not include other staff such as cost free experts, temporary assistants, consultants and staff paid from extra budgetary funds.

19. As of 30 June 2007, the gender imbalance continues to be greater at the senior staff level in both the scientific/engineering and administrative occupational groupings. However, at the P-4 and P-3 levels, there were significant increases of 6.6% and 2.4% respectively and a net total of 24 more women since July 2005.

20. The percentage of women in the different occupational groups was as follows:

- Administrative field: 35.7% (compared to 31.3% in July 2005).
- Scientific/engineering field: 15.5% (compared to 14.1% in July 2005).

C.2. Applications and appointments

21. During the reporting period, 11 800 external applications for regular posts were received: 19.6% from women and 80.4% from men (compared to 17.7% from women and 82.3% from men during the previous reporting period).

22. Among those external candidates determined to be “well qualified”, 24.5% were women and 75.5% were men (compared to 16.7% women and 83.3% men during the previous reporting period):

- In the scientific/engineering field, the share of well qualified women was 18% in 2007, compared to 11.1% during the previous reporting period.
- In the administrative field of work, it was 33.3%, compared to 30% during the previous reporting period.

23. Among the selected candidates who were offered a position, 32.1% were women (compared to 23.1% during the previous reporting period).

24. During this reporting period, in 84.8% of the cases where an external candidate was selected, and external women applicants were among candidates rated “well qualified”, a woman was selected for the position. This is a clear indication that significant attention continues to be given to gender balance in the selection process.

25. The overall number of women recruited represented 31.2% of external appointments (compared with 22% for the previous reporting period):

- In the scientific/engineering field, 26.1% of the 92 new staff members were women (compared to 11.6% of 112 in the previous reporting period).
- In the administrative field, 40.8% of the 49 new staff members were women (compared to 42.9% of 56 in the previous reporting period).

26. While every effort is made to appoint well qualified women to vacant posts, these efforts sometimes conflict with competing interests generated by General Conference resolutions related to increasing the representation of staff from unrepresented, under-represented or developing Member States (most recently GC(49)/RES/16 A).

C.3. Women holding long term contracts

27. The percentage of women holding long term contracts is 37.1% (compared to 42.1% in 2005) while for men it is 42.9% (compared to 40.4% in 2005). While 8 women holding long term contracts left the Secretariat during the reporting period, 9 women were granted long term contracts. The decrease in the percentage is due to an increase in the appointment of women to fixed term regular posts.

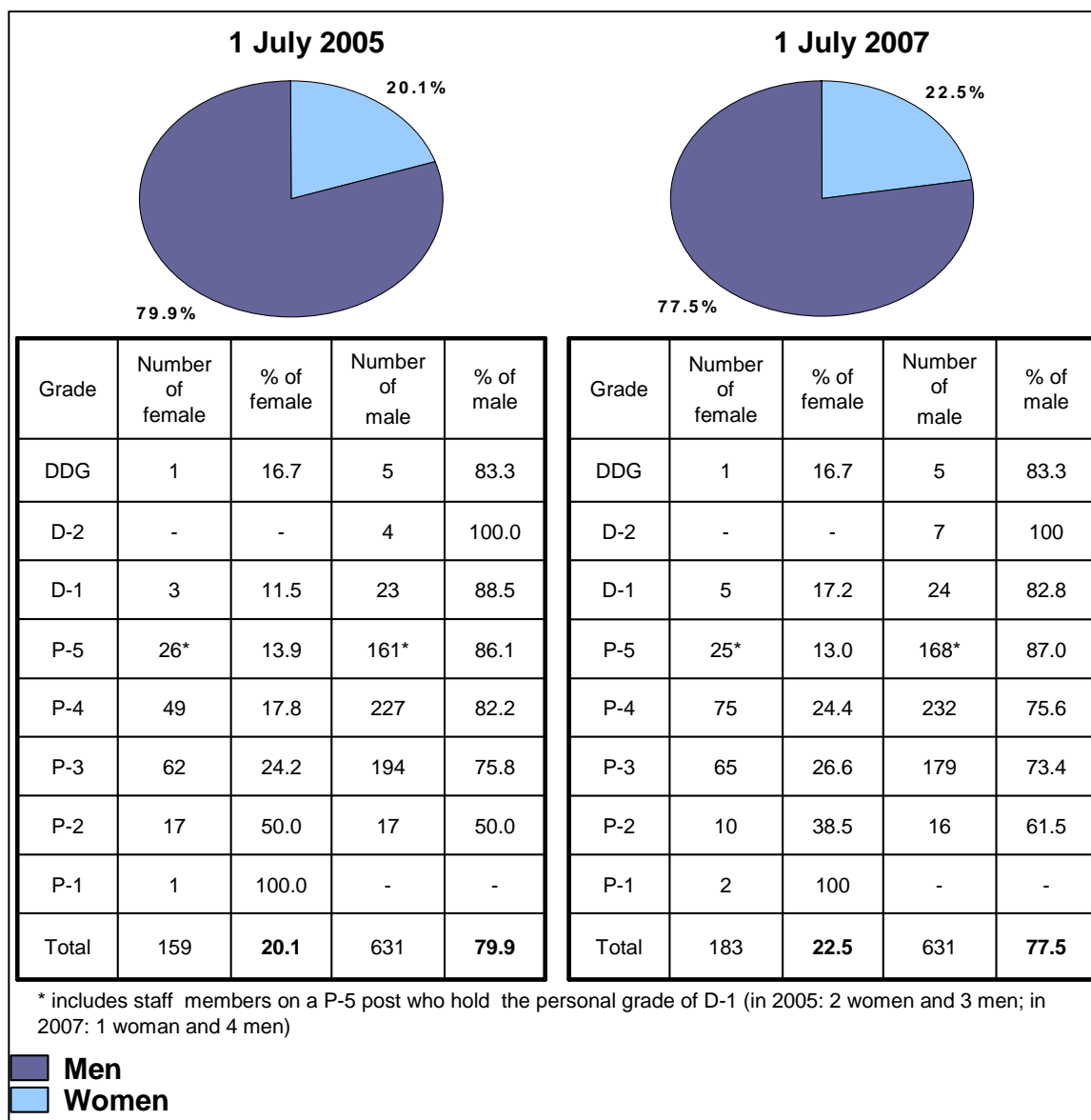
- In the scientific and engineering field, the share of women holding long term contracts is 37.3% (compared to 47.2% in 2005). The corresponding share of men is 45% (42.5% in 2005).

- In the administrative field, the percentage of women holding long term contracts is 37% (37.9% in 2005); while for men is 37.8% (35.6% in 2005).

D. Summary

28. There has been a general improvement in the status of women in the Secretariat in the reporting period. While considerable work remains to be done, it is clear that the joint efforts between the Secretariat and Member States have yielded positive results. Therefore, the Director General strongly encourages all Member States that have not yet done so to designate a Point of Contact and welcomes the active participation of Member States to achieve the ultimate goal of equal gender representation throughout the Secretariat.

**Professional and Higher Category Regular Staff:
Percentage of Posts Occupied by Women and Men**



**Professional and Higher Categories of Regular Staff by Occupational Grouping:
Percentage of Posts Occupied by Women
30 June 2007**

