

Board of Governors General Conference

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(GC(55)/1 and Add.1)

Personnel

Women in the Secretariat

Report by the Director General

Summary

- Resolution GC(53)/RES/18 (Personnel B. Women in the Secretariat), adopted by the General Conference on 18 September 2009, requests the Director General to report biennially on the implementation of this resolution to the Board of Governors and the General Conference.
- This report has been prepared in response to the request contained in the resolution.

Recommended Action

- It is recommended that the Board of Governors take note of the report, recommend its submission to the General Conference for its consideration and endorse the Director General's call for all Member States which have not done so to appoint Points of Contact to actively support the Secretariat's efforts in recruiting women.

Personnel

Women in the Secretariat

Report by the Director General

A. Background

1. In Resolution GC(53)/RES/18 (Personnel B. Women in the Secretariat), adopted by the General Conference on 18 September 2009, the Director General was requested, pursuant to Article VII of the Statute, to secure employees of the highest standards of efficiency, technical competence, and integrity, particularly drawing upon developing countries and upon those Member States which are unrepresented or underrepresented, and to pursue a target of equal representation of women across all occupational groups and categories in the Agency, especially in senior policy-level and decision-making posts.

2. The lack of gender balance continues to be a problem in the UN Common System: according to the most recent report of the Secretary-General¹, the representation of women in the Professional and higher categories in the UN Secretariat and UN system organizations remains low, though it increased slightly during the period 1 January 2008 to 31 December 2009 from 38.4% to 39.9%. Although the Agency is still among the UN organizations with the lowest representation of women Professional staff at 24.5%, the number of women in the Professional and higher categories has grown by 1.5% since June 2009 and 2.3% since June 2007², 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. Although there have been some improvements, the overall number of graduate students in Member States — particularly women — in nuclear related areas remains small and, consequently, the resource pool of women in the nuclear field remains limited. Therefore, one of the Secretariat's major impediments to reaching the goal of equal gender representation is the lack of growth in the number of women pursuing scientific careers, in particular in the nuclear industry.

¹ 'Improvement of the Status of Women in the United Nations System', Report of the Secretary-General, A/63/334, 9 September 2010.

² These numbers refer to all women holding Professional contracts for a minimum of three months, regardless of the source of funding.

B. Secretariat initiatives to increase the representation of women

4. Since 2007, the Secretariat has implemented a comprehensive gender policy. This policy covers gender equality in staffing, as well as mainstreaming gender considerations in the Secretariat's programmes and operation (a policy applied in the preparation of the Agency's 2012–2013 programme and budget).

5. The Secretariat has instituted a series of coordinated mechanisms to achieve the goal of gender equality. The IAEA 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 support this work and assist the Deputy Directors General in their efforts to achieve gender equality in their Departments. 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, with the aim of giving young women professionals practical work experience.

8. At the invitation of Member States³, eight recruitment missions have been carried out since 2009, providing additional opportunities to reach out to well qualified female candidates. In May 2011, one Member State, through the Points of Contact for the Recruitment of Women to the IAEA, arranged a day and a half long programme at the Agency to provide practical information related to the recruitment of Professionals, women and young people for 16 participants selected through the Foreign Ministry of that Member State.

9. The Secretariat has supported the formation of two associations which promote and encourage professional women in areas related to the Agency's work. Women in Nuclear (WiN) has opened an IAEA chapter and Women in International Security an Austrian chapter. Members of the Secretariat support the work of these organizations, in particular introducing the work of the IAEA to women, as well as reaching out to young women and students to make them aware of careers in the nuclear field.

10. For the second time, the Agency participated in the Wiener Töchtertag (Vienna Daughters Day) in April 2010. Fifty young women between the ages of 11 and 16 years spent a day at the Agency learning what their parents do at work. This endeavour, it is hoped, might encourage some of them to choose a profession such as nuclear science or other technical subjects.

11. 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 working towards equal gender representation. In January 2011, these groups merged to formally become

³ The Secretariat has no established budget for recruitment missions and therefore the cost is funded by the requesting Member State.

known as The United Nations Entity for Gender Equality and the Empowerment of Women (UN Women).

12. 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

13. In March 2005, the Secretariat requested all Member States to designate a Point of Contact to actively support its efforts in recruiting women. By 1 June 2011, 68 Member States had joined the initiative. The Secretariat meets regularly with Points of Contact to brief them on recent developments, 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.

14. Ten Member States have arrangements with the Agency pursuant to which they provide Junior Professional Officers (JPOs). Individual Member States funded a total of 33 JPOs during the reporting period, 51% of whom are women. The Agency concluded 2 JPO agreements during the reporting period and is continuing to discuss establishing similar arrangements with additional Member States.

B.3. Work/life balance

15. 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 them.

B.4. Reporting measures

16. 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 shortlisted 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.

17. Senior Secretariat women staff members participated in training courses focused on gender sensitivity and communications skills.

C. Representation of women in the Secretariat

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

19. In order to provide greater transparency in staffing reports to Member States and greater administrative efficiency, 'established' and 'medium term' posts have recently been combined under one heading and medium term posts have been phased out, thereby impacting the statistics of women in the Secretariat.

20. Using the previous criteria, the representation of Professional women in the Regular Staff⁴ category would be 24.4%. After the conversions of the medium term posts, the representation of Professional women in the Regular Staff category is 23.5%.

C.1. Present status

21. As of 1 June 2011, the total number of female staff in the Secretariat was 1042, representing 42.6% 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 increased to 63.2% of staff as compared with 61% in 2009).
- In the Professional and higher categories among Regular Staff, the share of women marginally increased from 23.4% on 1 June 2009 to 23.5% on 1 June 2011 (an increase of 0.1%).

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

23. As of 1 June 2011, the gender imbalance continues to be greater at the senior staff level in both the scientific/engineering and administrative occupational groupings. However, at the D-2 level, where in June 2007 there had been no women, there was an increase to 3 in 2009, representing 20%. Currently, while the number of women in D-2 positions has remained consistent, it now represents 30% of the total at that grade.

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

- Administrative field: 32.3% (compared to 34.7 in June 2009, 35.7% in June 2007, 31.3% in June 2005).
- Scientific/engineering field: 18.0% (compared to 17.3% in June 2009, 15.5% in June 2007, 14.1% in June 2005).

25. As of 1 June 2011, at the senior staff level, the representation of women was as follows:

- Administrative field: 18.2% (compared to 9.5% in June 2009).
- Scientific/engineering field: 21.1% (compared to 26.3% in June 2009).

⁴ 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, consultants and staff paid from extra budgetary funds.

C.2. Applications and appointments

26. During the reporting period, 25 363 external applications for regular posts were received: 24.6% from women and 75.4% from men (compared to 21.5% from women during the previous reporting period and 19.6% from women during the two years before that).

27. Among those external candidates determined to be “well qualified”, 22.1% were women and 77.9% were men (compared to 21.5% women during the previous reporting period and 24.5% during the two years before that):

- In the scientific/engineering field, the share of well qualified women was 16.0% in 2011, compared to 15.8% during the previous reporting period.
- In the administrative field of work, it was 31.0%, compared to 31.3% during the previous reporting period.

28. Among the selected candidates who were offered a position, 25.4% were women (compared to 21% during the previous reporting period).

29. During this reporting period, in 71.2% 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 continuing indication that significant attention is given to gender balance in the selection process.

30. The overall number of women recruited represented 23.2% of external appointments (compared with 28.0% for the previous reporting period):

- In the scientific/engineering field, 18.8% of the 112 new staff members were women (compared to 29.2% of the 65 in the previous reporting period).
- In the administrative field, 29.3% of the 82 new staff members were women (compared to 26.6% of the 64 in the previous reporting period).

31. 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 developing Member States as well as unrepresented, under-represented Member States (most recently GC(53)/RES/18).

C.3. Women holding long term contracts

32. 33.6% of all women hold long term contracts (compared to 39.9% in June 2009), while 38.5% of all men hold long term contracts (compared to 48.0% in June 2009). While 6 women holding long term contracts left the Secretariat during the reporting period, 8 women were granted long term contracts. This decrease is primarily due to the conversion of medium term posts and not due to change in practices regarding long term contracts.

33. In the scientific and engineering field, the share of women holding long term contracts is 34.9% (compared to 39.8% in 2009, 37.3% in 2007). This decrease is again primarily due to the conversion of medium term posts and not due to change in practices regarding long term contracts. The corresponding share of men in the scientific and engineering field is 43.8% (51.8% in 2009, 45.0% in 2007). In the administrative field, the percentage of women holding long term contracts is 32.5 (40.0% in 2009, 37.0% in 2007); while for men is 28.2% (39.2% in 2009, 37.8% in 2007).

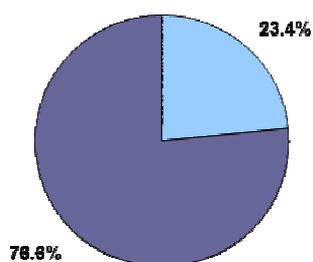
D. Work ahead

34. There has been a slight improvement in the representation of women in the Secretariat in the reporting period. 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 in helping to achieve the ultimate goal of equal gender representation throughout the Secretariat.

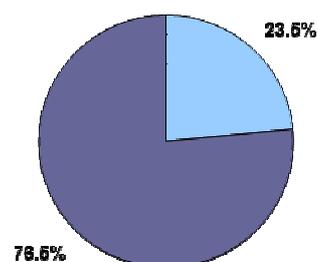
Annex

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

1 June 2009



1 June 2011



Grade	Number of female	% of female	Number of male	% of male
DDG/ADG	1	14.3	6	85.7
D-2	3	20.0	12	80.0
D-1	3	16.7	15	83.3
P-5	31*	15.2	173*	84.8
P-4	74	24.1	233	75.9
P-3	63	29.7	149	70.3
P-2	6	35.3	11	64.7
P-1	2	100.0	-	-
Total	183	23.4	599	76.6

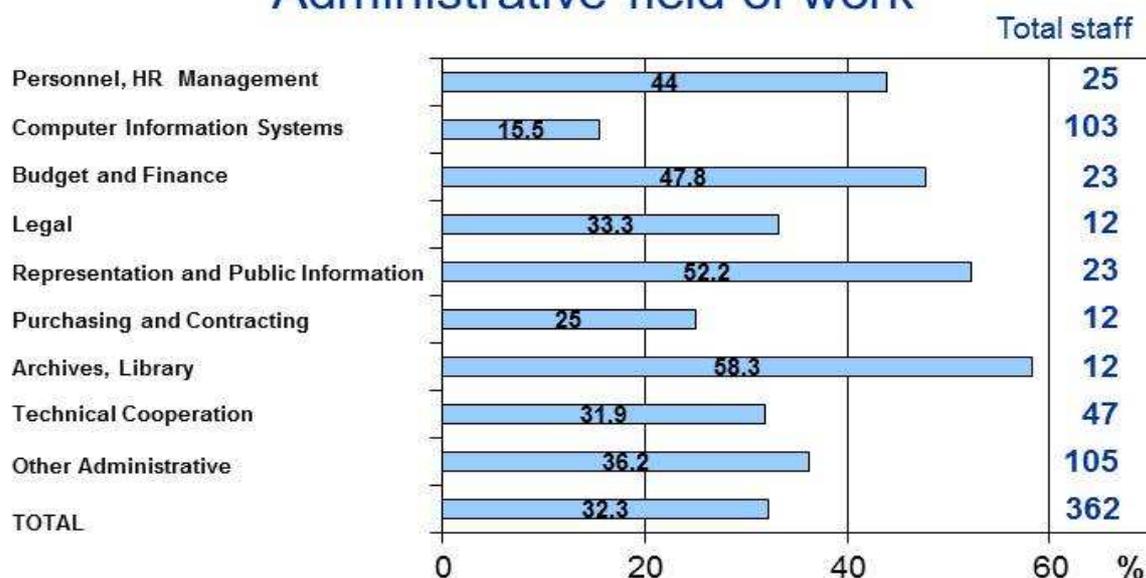
Grade	Number of female	% of female	Number of male	% of male
DDG/ADG	-	-	8	100
D-2	3	30.0	7	70.0
D-1	5	21.7	18	78.3
P-5	35*	15.2	195*	84.8
P-4	95	24.7	290	75.3
P-3	73	28.4	184	71.6
P-2	12	32.4	25	67.6
P-1	-	-	-	-
Total	223	23.5	727	76.5

* includes staff members on a P-5 post who hold the personal grade of D-1:
in 2009: 1 woman and 4 men, in 2011: 1 woman and 3 men

 **Men**
 **Women**

Professional and Higher Categories of Regular Staff by Occupational Grouping
Percentage of Posts Occupied by Women
1 June 2011

Administrative field of work



Scientific and engineering field of work

