



Job posting: Secretary General of the North Atlantic Marine Mammal Commission, NAMMCO, Tromsø, Norway

NAMMCO: *Conserving and studying marine mammals in the North Atlantic – Sustainability, Responsibility and Transparency*

NAMMCO, a Regional Intergovernmental Management Organisation for the North Atlantic Ocean, invites applicants for the position of Secretary General. The appointment will initially be for a term of four years, with the possibility of reappointment at the discretion of the Commission.

NAMMCO, an inter-governmental advisory body established in 1992 with headquarters in Tromsø, Norway, works for the conservation and management of marine mammals (cetaceans and pinnipeds) in the North Atlantic. Based on the best available science, user knowledge and technical developments, the Commission provides management advice on the conservation and use of marine mammals to its Parties: Faroe Islands, Greenland, Iceland, and Norway. NAMMCO operates in the context of a changing environment and ocean governance and pressing issues on conservation and biodiversity.

Presently, the focus in NAMMCO is interactions between marine mammals and fisheries, the conservation of small stocks and the effects of climate and environmental changes. Disseminating factual information on marine mammals and their use in the North Atlantic to the wider public is also an important task.

Summary description of the position

The Secretary General is the executive officer of the Commission.

Under the direction of the Chair of the Commission, the Secretary General coordinates the work of the Secretariat. The Secretary General reports to the Heads of Delegation (HoDs) and is responsible for the overall management and administration of the Secretariat's activities, including finance, administration, coordination of committees, communications and outreach, and human resources. Together with all the members of the Secretariat, the Secretary General ensures the smooth running of the Commission's activities and relations with the Parties, the public, and inter- and non-governmental organisations.

Responsibilities include

- Leading and managing the overall work of the Secretariat;
- Managing the Secretariat's human resources, including inter alia recruitment, performance management, dismissal, and professional development;
- Preparing and implementing a budget and workplan and reporting on the activities of the Commission;
- Providing strategic advice, guidance and administrative support to rotating Chairships, and to the Commission as a whole;
- Overseeing the Secretariat's communications efforts as directed by the NAMMCO Communications strategy adopted by the Council;
- Liaising with NAMMCO Parties, subsidiary bodies and Observers;
- Facilitate coordination and coherence of NAMMCO activities;
- Performing such other functions as may be required by the Commission and the HoDs.

North Atlantic Marine Mammal Commission – Contributing to a sustainable North

Visitors: Sykehusveien 21-23, N-9294 Tromsø, Norway, Post: POB 6400, N-9224 Tromsø, Norway

www.nammco.org



Qualification and key experience requirements

A candidate for this position is expected to have

- A higher university degree or a proven qualifications and experience relevant to the work of the NAMMCO Secretariat;
- Good diplomatic, representational and cross-cultural communication skills;
- Good leadership and managerial skills in a multi-cultural environment;
- Excellent interpersonal skills and the ability to exercise sound judgement;
- Experience in strategic planning and in leading organizations;
- Experience in financial administration and planning, including the preparation of budgets and the management of expenditures;
- An excellent written and oral communication skills in English (Working knowledge of another Scandinavian language would be an asset);
- An understanding of international cooperation in the field of conservation and management of marine natural resources would be an asset
- A knowledge of wildlife management and an understanding of the challenges impacting the Arctic would be an advantage;
- The willingness and ability to work long and sometimes irregular hours under pressure;
- The willingness and ability to travel extensively.

You will find

- A job in a small, supportive, and engaged international Secretariat where teamwork is key;
- Variation of tasks and challenges;
- A large international, multi-cultural working network;
- A job in a place known for its beautiful mix of fjord and mountains and outdoors opportunities, as well as human biodiversity.

Terms of service and remuneration

The position attracts an international standard salary currently based on the ICSC-UN professional scale. The salary will be negotiable within the professional UN scale P3/P4 according to qualifications and experience. There is an annual paid holiday allowance of 30 working days, a private pension scheme, as well as assistance in relocation expenses. Candidates hired from outside Norway will benefit from a home travel allowance every second year.

The initial appointment will be for 4 years, including a six-month probation period, and may be renewed. Performance is assessed annually.

The position involves a minimum of six weeks overseas travel per year in connection with meetings and other events. The salary is taxed at a level compatible with the relevant Norwegian tax level. Normal working weeks are 40 hrs, hours which are somewhat variable and flexible. The bulk of the Secretariat's work is conducted in English. The full terms and conditions of service are set out in the Commission's Staff Rules (the 2022 version is presently being modified).

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Appointment procedures

Shortlisted applicants will be interviewed in connection with a Heads of Delegation meeting to be held in Tromsø in week 45. A decision will be announced by the Commission on the second half of November 2026. The chosen candidate will be expected to assume the position on 1 April 2027.

The indicative timetable for the appointments' procedure is as follows:

Deadline for application:	27 September 2026, 23:59 CEST
Shortlisting of candidates:	latest 9 October
Answer to candidates:	latest 14 October
Interviews	Week 45 (Tromsø or online)
Approval procedure finalised:	End of November

Applications

For further details on the job description and other information, please contact the Secretary General of NAMMCO, Geneviève Desportes, at genevieve@nammco.org or +47 950 21 228, and check out the website nammco.org to learn more about the work of NAMMCO and its goals and affiliations.

Electronic applications should be submitted by e-mail in English, marked "Personal and Confidential" and must be sent **no later than 27 September 2026, 23:59 CEST** (the 'sent' date of electronic mail is decisive) **to the following address: genevieve@nammco.org.**

Applications should include the following (please provide translations into English if applicable):

- An application letter describing the candidate, how they meet the skills required, their motivation to apply for the position, and their views on possible development of the Commission and the Secretariat;
- A Curriculum vitae detailing education, work experience, and any publications;
- Copies of academic and other relevant professional certificates;
- Three references from persons with a recent knowledge of the applicant's character, qualifications and experience.
- Where you heard about the position

Shortlisted candidates will be contacted to arrange practical details for the interview.

NAMMCO is an Equal Opportunity Employer. We value diversity and are committed to creating an inclusive environment for all employees.

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