



# **INTERNATIONAL COPPER STUDY GROUP**

**CNDR 17/07  
8 June 2017  
English only**

## **Note to the Designated Representatives of Member Countries**

### **RECRUITMENT OF COMMON SECRETARY-GENERAL OF ICSG/ILZSG/INSG**

1. The current ICSG/ILZSG/INSG Secretary-General, Don Smale, will retire from the position on 31 December 2017.
2. Applications are being sought for the position of Common Secretary-General of the International Copper Study Group, International Lead and Zinc Study Group and International Nickel Study Group. The successful applicant will be expected to commence on 1 January 2018.
3. Delegates are invited to bring the attached advertisement for a Common Secretary-General to the attention of possible candidates from government, research institutes, industry and other relevant fields in their countries.
4. The advertisement will be published in 'The Economist' magazine on 9 June and online in 'Metal Bulletin' from 12 June.
5. The advertisement, together with a 'Position Profile and Statement of Qualifications Required' document and an 'Application Format' document, will be placed on the websites of each of the Study Groups this week.

Best regards

Don Smale  
Secretary-General

**INTERNATIONAL COPPER STUDY GROUP  
INTERNATIONAL LEAD & ZINC STUDY GROUP  
INTERNATIONAL NICKEL STUDY GROUP**

**SECRETARY-GENERAL**

The International Copper Study Group (ICSG), the International Lead & Zinc Study Group (ILZSG), and the International Nickel Study Group (INSG) are autonomous intergovernmental organizations. The purpose of each Group is to promote international cooperation on matters related to their specific metal or metals; to provide a global forum for discussion; and to increase market transparency by facilitating an exchange of information on production, usage and trade.

ICSG, ILZSG, and INSG are now seeking candidates to fill the position of Common Secretary-General located in Lisbon, Portugal.

The Secretary-General is the chief administrative officer of each Group. Working with a small team of professionals, the Secretary-General is responsible and accountable to each Group for:

- The overall delivery of each organization's mandate, including products and services;
- Developing work programs and related budgets; and managing day-to-day operations of each Group;
- Liaising with governments, non-governmental organizations, industry associations and industry.

Candidates should have 15 years' relevant professional experience including a period related to commodities in the field of minerals and metals, together with ten years of management experience including financial management. Relevant experience working with intergovernmental and international organizations is highly desirable, with demonstrated strong networking skills. A comprehensive understanding of government policies affecting the metals industries is expected of applicants.

A candidate should have a University degree, preferably with postgraduate qualifications; be a citizen of a Study Group member country; and must be fluent in spoken and written English, with excellent communication skills. The net annual salary and conditions for the Secretary-General position is in accordance with the current United Nations UN D1 level applicable in Lisbon. This appointment is for an initial four-year period with the possibility of renewal. The successful applicant is expected to commence in the position on 1 January 2018.

Applications must be sent via e-mail no later than 11 July 2017 and should be addressed to: [ines\\_lopes@ilzsg.org](mailto:ines_lopes@ilzsg.org) OR [cascalho@icsg.org](mailto:cascalho@icsg.org)

Prospective candidates are invited to visit the ICSG ([www.icsg.org](http://www.icsg.org)), ILZSG ([www.ilzsg.org](http://www.ilzsg.org)), or INSG ([www.insg.org](http://www.insg.org)) websites to obtain application documents and a copy of the position profile.

Please note:

Only shortlisted candidates will be notified who upon selection to the shortlist will need to seek backing from their government.