



CALL FOR NOMINATIONS

To join the Australian Government delegation to the Asia Pacific Regional Review of the 30th Anniversary of the Beijing Declaration and Platform for Action, to be held in Bangkok from 19-21 November 2024; and the 69th Session of the United Nations Commission on the Status of Women, to be held in New York City from 10-21 March 2025.

Nominations due 4 October 2024

The Office for Women invites the National Women's Alliances to nominate two candidates each from their respective memberships to be considered for up to two civil society delegate positions on the official Australian Government delegation to the Asia Pacific Regional Review of the 30th Anniversary of the Beijing Declaration and Platform for Action (Beijing+30 Regional Review Meeting) to be held in Bangkok, Thailand from 19-21 November 2024. Candidates must also be available to join the official Australian Government delegation to the 69th session of the United Nations (UN) Commission on the Status of Women (CSW69) to be held in New York City from 10-21 March 2025.

Participation on the delegation will provide individuals with a unique and valuable opportunity to represent Australia at high-level meetings and events, and work with a range of government and civil society stakeholders.

Applicants will be assessed on their individual merits (see criteria below). Due consideration will be given to fostering diversity within the delegation. Accordingly, the Office for Women encourages nominations from all genders and diverse backgrounds including Aboriginal and Torres Strait Islander people, young people, people from culturally and linguistically diverse backgrounds, and people living with a disability.

Applicants will also be assessed based on their availability to attend both the Beijing+30 Regional Review Meeting (November 2024) and CSW69 (March 2025). The successful candidates are expected to act in a professional and collaborative manner at all times whilst representing the Australian Government delegation including at all pre and post Beijing+30 Regional Review Meeting and CSW69 events.

Should a civil society delegate not act appropriately in any of these engagements or meet their obligations as a member of Australia's delegation to the Beijing+30 Regional Review Meeting, the Office for Women reserves the right to withdraw the invitation to the civil society representative to attend CSW69 in March 2025.

KEY CRITERIA

The successful candidates will be recognised as members of the official Australian Government delegation at the Beijing+30 Regional Review Meeting and CSW69.

Civil society representatives will be expected to provide advice to the Australian Government, including in relation to priority issues, themes and emerging concerns in the civil society community; to act as the liaison between domestic and international civil society organisations and the Australian Government delegation; support text negotiations as required; attend meetings and events in a representative capacity; and engage in speaking opportunities, if requested, as an official members of the Australian delegation.



Candidates must have:

- expertise or experience working on matters relating to gender equality, women's leadership and empowerment, human rights or other relevant fields;
- expertise or detailed knowledge on the Beijing Declaration and Platform for Action;
- familiarisation with Australia's [National Report on the Implementation of the Beijing Declaration and Platform for Action](#) submitted in 2024 as part of Australia's obligation under the Beijing Declaration;
- strong existing relevant networks domestically (existing international civil society networks would be advantageous but not essential) and ability to develop new highly collaborative networks;
- experience presenting to government and non-government stakeholders including providing advice on key women's rights priorities (preferred but not essential); and
- familiarity with the UN architecture and CSW processes – preferred but not essential.

In addition, selected candidates must be:

- an Australian citizen or Permanent Resident;
- residing in Australia, and able to travel to and from Bangkok from Australia in November 2024 and to and from New York City from Australia in March 2025;
- available to attend the three days of the Beijing+30 Regional Review Meeting in November 2024;
- available to attend the two weeks of CSW69 in March 2025;
- part of an alliance network or affiliated with an alliance as at November 2024;
- part of an alliance network or affiliated with an alliance (noting Commonwealth grant changes from November 2024) as at March 2025; and
- minimum 18 years of age.

Selected delegates will be required to agree in writing to a set of specified Terms and Conditions before their position on the delegation is confirmed.

KEY RESPONSIBILITIES

Candidates should be aware that being part of the delegation may be a stressful experience as delegates are expected to work long hours, take in complex, detailed information in a short space of time, follow strict protocol and guidance, work in an unfamiliar environment away from their normal support networks and participate in potentially emotive discussions.

The selected candidates participation in the Beijing+30 Regional Review Meeting and CSW69 will be conditional on them meeting the following minimum standards of engagement.

Pre-Beijing+30 Regional Review Meeting

Prior to attending the Meeting in Bangkok (November 2024), the selected delegates will:

- participate in briefings with Australian officials in Canberra and virtually with relevant stakeholders;
- review and be familiar with Australia's National Report on the implementation of the Beijing Declaration and Platform for Action, including proactively seeking briefings if required;
- provide advice to the Australian Government delegation on issues relating to the Beijing+30 and CSW69 theme – that is, implementation of the Beijing Declaration and Platform for Action, including civil society suggestions on language/text for any agreed conclusions or other outcomes documents;
- utilise their Alliance networks and broader civil society networks to consult with Australian women on the issues that are of concern to them; and encourage and facilitate early engagement with official processes by other individuals, non-government representatives and civil society organisations;



- provide requested information needed for delegation accreditation, including personal details, photographs and biographical information, to the Office for Women within specified timeframes;
- take all reasonable actions to assist the Office for Women in arranging travel or logistical matters relating to their attendance at the Beijing+30 Regional Review Meeting within timeframes; and
- clear all requests to attend or speak at Beijing+30 Regional Review Meeting events (as an official delegate) with the Office for Women, including media activities and the use of social media.

During Beijing+30 Regional Review Meeting

During Beijing+30 Regional Review Meeting the selected delegates will:

- provide advice to Australia's delegation on issues relating to the Beijing Declaration and Platform for Action, including civil society language/text in agreed conclusions or other outcomes documents;
- liaise with other non-government participants, including through relevant caucuses, and events, and provide feedback to the Australian Government delegation on those discussions;
- build relationships and networks with other state delegations, including non-government participants, in preparation for CSW69 - noting similar delegates will attend both events;
- participate in a range of meetings and events including formal Beijing+30 Regional Review Meeting side events and other official functions as directed by the Office for Women;
- use social media and other forms of communication, where appropriate and approved by the Office for Women, to provide information to non-government representatives and civil society in Australia on Beijing+30 Regional Review Meeting actions and activities including agreed conclusions; and
- perform administrative and other reasonable tasks, as requested by the Office for Women, in order to support and facilitate the delegation's involvement at the Beijing+30 Regional Review Meeting.

Post-Beijing+30 Regional Review Meeting

Upon their return to Australia, the selected delegates will:

- attend at least one post-Beijing+30 Regional Review Meeting event, as requested by the Office for Women, to share their experiences as a delegation member and views on the meetings outcomes;
- provide a written report to the Office for Women, no later than 21 December 2024, on their involvement in the Australian delegation - the report will focus on their participation in side events, views on the outcomes of the Regional Review Meeting and the Australian Government's priorities for women in relation to implementation of the Beijing Declaration and Platform for Action; and
- provide a written report with recommendations for engagement at CSW69, no later than 31 January 2025 - the report should include pre-CSW69 activities with Australian official delegation to CSW69, the Australian Government and other civil society organisations; advice on the Australian delegations involvement in CSW69 events; the delegates advice on priority issues for attention at CSW69 or in agreed conclusions; suggested states or non-government groups to prioritise for engagement or collaboration at CSW69; and any other advice on progressing the rights of women and girls under the CSW69 priority and review themes.



CSW engagement: *please note that obligations for activities pre, during and post CSW69 may change based on outcomes from the Beijing+30 Regional Review Meeting. These obligations will largely be as a result of recommendations shared by the Australian delegation (including the civil society representatives) and the application of learnings from the Beijing+30 Regional Review Meeting.*

Pre-CSW69:

Prior to attending CSW69 in New York the selected delegates will:

- participate in discussions to assist Australia's preparation for CSW69, including attending at least one briefing (virtual/Canberra);
- provide advice to the official Australian Government delegation on issues concerning priority and review themes, including civil society suggestions on language for agreed conclusions or other outcomes documents;
- utilise Alliance networks and broader civil society networks to consult with Australian women on the issues of concern to them; and encourage and facilitate early engagement with CSW processes by other individuals, non-government representatives and civil society organisations;
- provide requested information relating to their attendance at CSW69 including personal details, photographs and biographical information to the Office for Women within specified timeframes;
- take all reasonable actions to assist the Office for Women in arranging travel or logistical matters relating to their attendance at CSW69 within specified timeframes (specifically January 2025); and
- clear any requests to speak at CSW69 events or engage in media activities, including the use of social media, in relation to their role as an Australian delegate, through the Office for Women.

During CSW69

During CSW69 the selected delegates will:

- provide expert advice to Australia's delegation on issues relating to the priority and review themes, including learnings following the delegates attendance at the Beijing+30 Regional Review Meeting, and including proposing civil society language to be included in any agreed conclusions or other outcomes documents and other relevant issues;
- liaise with other non-government participants, including through relevant caucuses, and provide feedback to the Australian delegation on their priority issues;
- participate in a range of meetings and events including formal CSW69 sessions, side events, parallel events and official functions as directed by the Office for Women;
- host daily briefing sessions for Australian non-government participants who are attending CSW69 independent of the Australian Government delegation;
- utilise social media and other forms of communication, where appropriate, to provide information to non-government representatives and civil society organisations in Australia on CSW69 processes and activities, including any agreed conclusions or other outcomes documents;
- perform various administrative and other reasonable tasks, as requested by the Office for Women, to support and facilitate the delegation's involvement at CSW69; and
- dependent on their relevant skills and area of expertise, be given the opportunity to present or speak at Australian sponsored CSW69 side events, as determined by the Office for Women. Consideration of an applicant's potential and experience as a possible speaker will be given when shortlisting candidates. Not all selected delegates will be provided speaking opportunities.



Post-CSW69

Upon their return to Australia following CSW69, the selected delegates will:

- attend at least one post-CSW69 event, as requested by the Office for Women, to share their experiences as a member of the Australian delegation and their views on the CSW69 outcomes;
- provide a written report to the Office for Women, no later than 5 May 2025, on their involvement in the Australian delegation to CSW69 - the report will focus on their participation in events associated with CSW69; the application of Beijing+30 Regional Review Meeting learnings in CSW69 events and agreed products; their views on the outcomes of the session; and the Australian Government's priorities for women in relation to the Beijing Declaration and Platform for Action priority and review themes (note: excerpts from non-government and civil society delegate's reports may be used in a range of publicly available post-CSW materials);
- share knowledge on their experiences at CSW69 with individuals, non-government representatives and civil society organisations as appropriate, including on the agreed conclusions or other outcomes documents and Australia's progress in promoting gender equality in Australia and globally; and
- mentor the selected non-government delegates for CSW70 in 2026, if required.

TIMEFRAME OF COMMITMENT

Delegates should be aware that preparations for Australia's involvement in the Beijing+30 Regional Review Meeting and CSW69 are both in-depth and lengthy, with the participation of non-government delegates being just one element of the overall engagement strategy. Therefore, timeframes for selecting delegates, booking travel and arranging other logistical matters, including visas, are expected to be tight and are often non-negotiable. Failure to comply within specified timeframes may result in successful delegates missing out on opportunities to participate effectively or being replaced on the delegation.

Those delegates who are chosen must be available to (*non-exhaustive list*):

Beijing+30 Regional Review Meeting

- attend a pre-Beijing+30 briefing (virtual or Canberra) – early November 2024;
- travel to Bangkok between 19-21 November 2024 (likely departing from Australia on 17-18 November and arriving back into Australia on 22 November);
- provide a written report (max three pages) on their experience as a Beijing+30 Regional Review Meeting delegate by 21 December 2024;
- provide a written report (max three pages) outlining recommendations for the Australia's involvement in CSW69 – noting the priority and review theme is on the Beijing Declaration and Platform for Action – by 31 January 2025; and
- attend a post-Beijing+30 Regional Review Meeting debrief (virtual or Canberra) on date TBA.

CSW69

- attend a pre-CSW69 briefing (virtual or Canberra) – mid-late Feb 2025;
- travel to New York between 10-21 March 2025 (likely departure from Australia on 8 March and arrive back into Australia on 22 March);
- provide a written report (max three pages) on their experience at CSW69 by 5 May 2025; and
- attend a post-CSW69 debrief event (virtual or Canberra) on date TBA.



TRAVEL AND FUNDING SUPPORT FOR DELEGATES

The Australian Government will fund the participation of up to two successful delegates to attend the Beijing+30 Regional Review Meeting and CSW69. The Office for Women will finance, prior to the successful delegates' official departure for Bangkok and New York, the following:

- return flights from Australia to Bangkok, Thailand (November 2024);
- return flights from Australia to New York City, United States (March 2025);
- airport transfers;
- visa costs;
- travel insurance;
- accommodation in Bangkok (November 2024) and New York City (March 2025);
- meal allowance;
- daily incidentals allowance; and
- any required accessibility support.

The Office for Women will not provide financial assistance for:

- replacement salary/income;
- salary or stipends;
- passports; or
- additional personal expenses, including device/call costs and roaming fees.

Further details regarding the specific nature of this financial assistance will be provided to the successful delegate at the time they are invited to be part of the Australian Government delegation.

Delegates should note that any financial assistance provided by the Office for Women is subject to the full participation of the selected delegates in the Beijing+30 Regional Review Meeting and CSW69 process. Relevant acquittal of funding will be required. Any funding support provided will only cover periods of official travel. No personal travel associated with any aspect of the Beijing+30 Regional Review Meeting or CSW69 related domestic or international travel will be approved.

Should a delegate require an official carer, escort or support person to accompany them on any aspect of the either the Beijing+30 Regional Review Meeting or CSW69 program (domestic or international), this should be outlined in the application and must be agreed to in writing by the Office for Women at the time they are invited to be part of the official Australian Government delegation. Apart from a pre-agreed (in writing) official carer, escort or support person, no other person is permitted to travel with a delegate nor benefit in any way from the funding and support provided to the delegate.

Unless otherwise agreed in writing, all delegates must enter and exit Bangkok and New York City and return to Australia via the most direct/economical route/airline, as determined by the Office for Women.

ADMINISTRATIVE SUPPORT FOR DELEGATES

The Office for Women will provide non-government delegate/s on the official delegation to the Beijing+30 Regional Review Meeting and CSW69 with reasonable administrative and logistical support to facilitate their attendance. No support will be provided for personal arrangements or activities that fall outside the scope of the delegates' official duties whilst in Bangkok or New York City.



LODGING NOMINATIONS

Nominations are to be submitted by the relevant Alliance – individual nominations will not be accepted.

Please provide, for each nominated candidate:

- contact details and any social media accounts;
- resume/CV (maximum three pages);
- confirmation that the candidate can attend both the Beijing+30 Regional Review Meeting in November 2024 and CSW69 in March 2025; and
- a two page supporting statement from the relevant Alliance telling us how the nominee's skills, knowledge, experience and qualifications make them suited to be a civil society delegate for both the Beijing+30 Regional Review Meeting and CSW69 – against key selection criteria.

Any questions about the Beijing+30 Regional Review Meeting, CSW69, the expression of interest process and selection criteria can be directed to WomensBranchInternational@pmc.gov.au

Nominations must be received by close of business 4 October 2024.

Nominations can be submitted to WomensBranchInternational@pmc.gov.au

The selected delegates are expected to be publicly announced by mid October 2024.