

## CSW69 NGO delegate selection criteria

All applicants will be assessed based on their individual merits, and we encourage applications from people of all ages, genders and diverse backgrounds.

The NGO delegate selection panel will consider applications against, but not limited to, the following criteria:

- demonstrated experience in high pressure situations
- demonstrated leadership skills in formal or informal settings
- demonstrated inter-personal and communication skills and the ability to network
- demonstrated experience on issues relating to gender equality and a passion about advancing the rights of women and girls
- demonstrated experience working with diverse groups
- demonstrated ability to build and maintain relationships.
- current or previous affiliation with a New Zealand-based NGO and familiarity within New Zealand NGO communities.
- Confirmed availability to attend CSW69 from 10-21 March 2025 (or for at least as long as the government delegation is in attendance).
- willingness to engage with the CSW69 theme – the Beijing Declaration and Platform for Action and gain familiarity of the 12 critical areas of concern.

The skills and experiences needed for this role may be gained from formal or informal roles.

## CSW69 NGO delegate role and responsibilities

**In preparation for CSW69, the delegate will be expected to:**

- provide timely advice to the Government delegation on opportunities and challenges for New Zealand women and girls in relation to the Beijing Declaration and Platform for Action, from an NGO perspective
- help to establish a contact list and communication channels for New Zealand NGOs (both those travelling to in New York and those in New Zealand) in the lead up to CSW69
- attend the International Women's Caucus meeting in February 2025
- willingness to sign a confidentiality and expectations agreement with the understanding that, as a member of the Government delegation, the NGO delegate will be bound by the same rules as government officials.

Please note that the delegate will also be responsible for booking personal flights and will need to provide evidence of travel and medical insurance arrangements before departure. The delegate can either book their accommodation in New York themselves, or if the NGO delegate chooses to stay in the same accommodation as the Government delegation, the Ministry for Women can help to arrange accommodation.

**During CSW69, the delegate will be expected to:**

- provide timely advice to the Government delegation on opportunities and challenges for New Zealand women and girls in relation to the Beijing Declaration and Platform for Action, from an NGO perspective
- share insights and expertise relevant to the Beijing Declaration and Platform for Action.
- help maintain the NGO contact list and monitor the communication channels as necessary to ensure New Zealand NGOs (both in New York and in New Zealand) stay connected
- act as a liaison point between New Zealand NGOs and the delegation by:
  - sharing any relevant CSW69 updates with New Zealand NGOs (i.e. any progress or challenges on the negotiated outcomes document)
  - collating NGO perspectives, feedback and/or comments on key aspects of CSW such as the negotiated outcomes, and communicating this to the New Zealand Government delegation
- actively contribute to the performance and capacity of the Government delegation and fully participate in the Government delegation's work programme This includes:
  - attending specified sessions and diplomatic functions as necessary, such as briefings, side-events, forums, and other events
  - attending negotiations on the CSW outcomes document as necessary. (Please note that some engagements may take place outside of regular working hours, including the negotiations on the agreed outcomes).

**Following the conclusion of CSW69, the delegate will be expected to:**

- disseminate information and outcomes from CSW69 across a wide range of networks
- share personal reflections on their experience at CSW69 with the New Zealand NGO community. (This may include making a presentation to the [International Women's Caucus](#) meeting in May 2025).

**This NGO delegate is not expected to:**

- correspond with New Zealand NGOs (both in New York and on the ground) outside of reasonable working hours
- support New Zealand NGOs with any logistical arrangements in New York (including at the UN)
- engage in any activities outside those set out in this document.

## Contact information

Please email [caucus@women.govt.nz](mailto:caucus@women.govt.nz) if you have any questions about the NGO delegate selection criteria and roles and responsibilities.