



NOTIFICATION TO THE PARTIES

No. 2024/137

Geneva, 12 December 2024

CONCERNING:

Staffing structure of the CITES Secretariat

1. This Notification is provided as an update of the staffing structure of the CITES Secretariat as of 1 November 2024 for the information of the Parties.
2. Below are the names and positions of the recently arrived CITES Secretariat staff and those with a new position or status. These updates can also be found in the organigramme of the CITES Secretariat on the CITES website:

https://cites.org/sites/default/files/eng/disc/sec/CITES_Staffing_Structure_07112024.pdf

Juan Carlos Vasquez, Chief Legal Unit, P-5 - Geneva

Mr. Vasquez transferred on lateral move to the UNEP/Ecosystems Division in Nairobi on 30 June 2024. At the time of his departure, Mr. Vasquez had served in the CITES Secretariat for nearly 30 years occupying several positions related to law, programme, communication, and outreach. Mr. Vasquez is a national of Colombia.

Sofie Flensburg, Chief of Legal Unit, P-5 - Geneva

Upon the transfer of Mr. Vasquez on lateral move, Ms Flensburg was selected following a UN recruitment selection process on this temporary assignment as Chief of the Legal Unit, while the recruitment process is initiated for the long-term appointment. Ms. Flensburg assumed the position on 1 July 2024. Prior to taking up this assignment, Ms. Flensburg was serving as Officer-in-Charge of the Governing Bodies Unit (2023-2024), Officer-in-Charge of the Outreach and Projects Unit (2021-2022) and Legal Officer in the Legal Unit (2017-2021) of the CITES Secretariat. Ms. Flensburg is a national of Denmark.

Haruko Okusu, Chief of Governing Bodies Unit, P-5 - Geneva

Ms. Okusu was transferred on lateral move within the CITES Secretariat and took up her new appointment as Chief, Governing Bodies Unit on 1 August 2024. Prior to taking up this new appointment, Ms. Okusu was serving as Chief, Outreach and Project Unit (2015-2024) and Programme Officer, capacity building (2012-2015). Ms. Okusu is a national of Japan.

A temporary job opening (TJO-242485) was advertised and closed on 5 October 2024 for the Chief, Outreach and Projects Unit and selection is expected in November 2024.

Secretariat of the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES)

Postal address:
CITES Secretariat
Palais des Nations
Avenue de la Paix 8-14
1211 Geneva 10, Switzerland

cites.org

Thea Carroll, Chief of Science Unit, P-5 – Geneva

Ms. Carroll was selected for this post following the UN recruitment selection process and assumed the position on 1 November 2024. Prior to taking up this position, Ms. Carroll served as temporary Chief, Science Unit (2023-2024), Officer-in-Charge of the Governing Bodies Unit (2022-2023) and as CITES MIKE Coordinator (2018-2022).

Kelly Kabiru, Programme Management Officer, P-4 (CITES MIKE project post) - Nairobi

Mr. Kabiru was selected on a temporary basis for this post following a UN recruitment selection process and has assumed the position on 8 June 2024. Mr. Kabiru previously worked with UNEP/Law Division supporting the InforMEA project and is a national of Kenya.

May Jelimo Kimeli, Programme Management Officer, P-3 (CITES MIKE project post) - Nairobi

Ms. Kimeli was appointed for this post following a UN recruitment selection process and assumed this position as of 3 January 2024 focusing on the data analyst tasks. Ms. Kimeli has previously worked as a Programme Manager for the Kenya Wildlife Service. Ms. Kimeli is a national of Kenya.

Bernard Koech, Finance and Budget Officer, P-3 (CITES MIKE project post) - Nairobi

Mr. Koech transferred on a lateral move to the UNEP/ Law Division in Nairobi on 15 September 2023. Upon transfer, Mr. Koech had more than 5 years of service in the CITES Secretariat. Mr. Koech is a national of Kenya.

Duncan Kimani Kamau, Finance and Budget Officer, P-3 (CITES MIKE project post) - Nairobi

Upon Mr. Koech's transfer on lateral move, Mr. Kimani assumed this position on 18 July 2024 after a UN recruitment selection process. Prior to taking up this position, Mr. Kimani previously worked as a Finance and Budget Officer for UN-Habitat, UNEP, and UNICEF. Mr. Kimani is a national of Kenya.

Stavros Antoniadis, Programme Management Officer, P-3 (project post) - Geneva

Mr. Antoniadis was selected for this post following a UN recruitment selection process and assumed the Compliance Assistance Programme project post on 16 September 2024. Prior to taking up this position, Mr. Antoniadis was working at the UNEP/Mediterranean Action Plan (MAP)/Barcelona Convention and the Regional Seas Convention for the Mediterranean Sea in Athens. Mr. Antoniadis is a national of Greece.

Martin Hitziger, Associate Programme Management Officer, P-2 (project post) - Geneva

Mr. Martin Hitziger separated from his project post on 31 August 2024 after more than 6 years of service to the CITES Secretariat. Mr. Hitziger worked at the Science Unit of the CITES Secretariat as a Junior Professional Officer (JPO) from Germany.

Siiri Mäkelä, Associate Programme Management Officer, P-2 (CITES Secretariat project post) - Geneva

Ms. Mäkelä was selected on this project post following a UN recruitment selection process and assumed her position in the Outreach and Projects Unit on 6 November 2023. Prior to taking up this position, Ms. Mäkelä worked with the UNEP/Ecosystems Division in Nairobi and at the Regional Office for Europe in Geneva as a Junior Professional Officer (JPO) from Finland.

Alain Michel Tchadie, Associate Programme Management Officer, P-2 (CITES Secretariat project post) - Geneva

Mr. Tchadie was selected on this project post following a UN recruitment selection process and has assumed this position in the Enforcement Unit on 20 May 2024. Prior to taking up this position, Mr. Tchadie has worked in various capacities with UNESCO in Paris, France and in Jakarta, Indonesia. Mr. Tchadie is a national of Cameroon.

Lauren Lloyd Lopes, Associate Programme Management Officer, P-2 (project post) - Geneva

Ms Lopes was selected for this post following a UN recruitment selection process and assumed her duties as ICCWC support officer on 9 November 2024. Prior to taking up this appointment, Ms. Lopez worked with the UNEP/Convention on Migratory Species of Wild Animals (CMS) in Abu Dhabi. Ms. Lopes is a national of Portugal.

Elena Kwitsinskaia-Mayer, Documents Assistant, GS - Geneva

Ms. Kwitsinskaia-Mayer separated on mandatory retirement on 30 June 2024 after nearly 25 years of service to the UN and CITES Secretariat. Ms. Kwitsinskaia-Mayer is a national of the Russian Federation.

Olga Montero Barros, Documents Assistant, GS - Geneva

Upon the retirement of Ms. Kwitsinskaia-Mayer, Ms. Montero Barros was selected following a UN recruitment selection process and assumed the position on 19 June 2024. Prior to taking up this position, Ms. Montero Barros was working at the Language Unit at the UN Office at Geneva (UNOG). Ms. Montero Barros is a national of Colombia.

Elizabeth Warui, Finance and Budget Assistant, GS - Geneva

Ms. Warui was appointed on this post following a UN recruitment selection process upon the retirement of Ms. Noemi Reyes. Ms. Warui assumed the position in the Administrative and Finance Unit on 28 August 2023. Prior to taking up this appointment, Ms. Warui was serving as Programme Management Assistant with the Basel, Rotterdam, and Stockholm (BRS) Conventions Secretariat in Geneva. Ms. Warui is a national of Kenya.

Prisca Chulley, Programme Management Assistant, GS (temporary post) - Geneva

Ms. Chulley was selected on this temporary post following a UN recruitment selection process and assumed her position on 1 March 2024. Her main duties are support to programmatic and administrative tasks of the Secretariat. Prior to assuming this position, Ms. Chulley has worked with the UNEP/Minamata and Strategic Approach to International Chemicals Management (SAICM) Secretariats in Geneva. Ms. Chulley is a national of Cameroon.

3. We warmly thank Mr. Vasquez for his years of steady dedication, hard work, invaluable contributions, and service to the Convention and the CITES Secretariat, which made a lasting impact on the Parties, his teams, and all members of the Secretariat. We wish him much success in his continuing career and exciting new experiences in his new position.
4. We warmly thank Ms. Elena Kwitsinskaia-Mayer for her years as a committed team player, her hard work, and reliability which made a lasting impact on all members of the CITES Secretariat. We wish her well in her retirement journey.
5. We warmly thank Mr. Koech for his years of service, his steady guidance, and his many contributions to the CITES MIKE programme and the Secretariat. We wish him all the best and much success with his new position at UNEP headquarters in Nairobi.

6. Several other recruitment processes are ongoing, and the Secretariat will advise Parties of the consequent staff changes in due course.