

Assignment of Roles and Responsibilities

Adopted March 2011

A. Introduction and background

Since the March 2010 the ccNSO council has conducted several workshops on sustainability and restructuring the workload of the council and membership.

The council agreed to form a working group in order to plan how the work within the Council can be allocated among Council members to reduce the demands on any single member or members.

The working group proposed to review the tasks of the chair, vice-chairs and council members first and secondly create a structure to allocate the workload among Council members in order to distribute it a more equally and ensure sustainability.

Based on the review and taking into account the guiding documents for the ccNSO¹ and the evolution of activities and tasks the following model to assign the tasks was used:

1. Relational aspect of the ccNSO:
 - a. Representation; Represent (institutional/informal) ccNSO (Council and/or membership).
 - b. Engagement; Engage and involve others on behalf of the ccNSO (Council and or membership) in ccNSO activities.
2. Administration of the ccNSO:
 - a. Management & oversight (formal/informal) of activities related to ccNSO (council, membership, working groups).
 - b. Coordination of activities (formal/informal)

B. Assigning Tasks Chair and Vice-Chairs

At it s workshop in San Francisco the ccNSO Council assigned the tasks identified. This resulted in a schedule which is included in Annex A.

C. Review of Roles and Responsibilities

The ccNSO Council will review the roles and responsibilities schedule at the same meeting the Chair and Vice-chairs of the ccNSO are elected.

¹ Article IX of the ICANN Bylaws and Rules and Guidelines for the ccNSO.
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