

Requirements and Qualifications For External Selection Firm

The Internet Corporation of Assigned Names and Numbers (“ICANN org”) is interested in contracting with an external selection firm to aid it in the composition of the ICANN Independent Review Process (“IRP”) Standing Panel.¹ Specifically, ICANN would like the selected external firm to assist in the evaluation and vetting of candidates who have submitted Expression of Interests (“EOI”) to ICANN org to serve on the IRP Standing Panel. ICANN org is not interested in being matched with internal candidates within the selected firm’s database. EOIs were submitted as solicited in ICANN’s Call for Expressions of Interest, at <https://www.icann.org/en/system/files/files/eoi-panelists-irp-31mar20-en.pdf>.

The selected external firm will work directly with ICANN org and a group of representatives from the ICANN community (“ICANN Community Rep. Group”) to support and facilitate the identification of a slate of seven final panelists for approval by the ICANN Board.

The external firm’s services will consist of the following:

1. Defining the process for how the firm will coordinate with ICANN org and the IRP Community Rep. Group on vetting candidates and identifying a slate of panelists, including potential interviews as appropriate. The process will include how the firm will coordinate with the IRP Community Rep. Group and ICANN org in the candidate vetting process, such as what role will the firm and/or the IRP Community Rep. Group have in evaluating candidates’ expressions of interests and other written submissions.
2. Participating in the vetting of candidates and identifying a slate of panelists in accordance with the defined process.

The desired external firm should have the following experience:

1. Have experience in facilitating a committee (or other grouping of people) in its selection of panelists/commission members/similar roles.
2. Have consulting experience in the vetting and selection of panelists/expert commission members.
3. Have experience working with international organizations and international pools of candidates.

¹ More information on the IRP Standing Panel, along with its application process, can be found here: <https://www.icann.org/news/announcement-3-2020-03-31-en>

4. Have experience interviewing high-profile or highly regarded international candidates (ex: esteemed academics, attorneys, judges, law professors, etc.).
5. Have familiarity with legal/dispute resolution processes sufficient to identify support candidate vetting for the target panel.
6. Ability to work across multiple time zones.
7. Ability to commit considerable time and effort over a short but concentrated period of time.
8. Familiarity with ICANN's mission (<https://www.icann.org/resources/pages/welcome-2012-02-25-en>), prior work with multistakeholder communities, and with non-profit organizations are also desired, but not required, experience.