Call for Volunteers for the Pilot Holistic Review Team

Application form

This call seeks individuals interested in serving as a volunteer review team member on the Pilot Holistic Review (PHR). The composition of the Review Team ideally will be balanced for diversity and skill. Candidates are asked to submit their application forms by **19 June 2024, 23:59 UTC**.

The contents of this application, excluding contact information, will be published and publically available on the PHR wiki page. If including a Curriculum Vitae / Resume, remove any personal information submitted or please inform us if some of this information should be redacted from the public posting.

How to complete your application:
1. This application is divided in 4 main sections:

- Acknowledgements
- Applicant information
- Skills, expertise, and desired attributes
- Motivation for serving on the review team

2. All sections need to be completed prior to submission of this application. If the given section does not apply to you, answer N/A.

3. In addition to completing this application, you may also submit a Curriculum Vitae / Resume via email to reviews@icann.org. *This step is optional and not required for the application process.*

4. Your application must be received by **19 June 2024, 23:59 UTC**.

I accept ICANN's electronic Terms of Service (https://www.icann.org/privacy/tos) and
acknowledge that my personal data will be processed in accordance with the ICANN Privacy
Policy (https://www.icann.org/privacy/policy).

   *

- ☑ Yes
- ☐ No

I acknowledge that if I am selected to the Pilot Holistic Review Team, I will be expected to
maintain an up-to-date statement of interest form and such statements of interest will be
evaluated to confirm I do not have any conflicts of interest in participation.

- ☑ Yes
- ☐ No

Acknowledgement of time commitment

- ☑ I acknowledge that the PHR is expected to last 14-months, I may be asked to attend calls every
  other week, lasting 60-90 minutes, and that independent work between calls is required.

Applicant Information

Last Name: *

Gulmahamed

First Name: *

Bibi Rookayya

Email Address: *

████████████

Gender (optional)

🔘 Female

⚪ Male

⚪ Transgender

⚪ Non-binary

Country: *

Canada

Geographic region associated with the domicile of the volunteer *

⚪ Africa

⚪ Asia/Australia/Pacific Islands

⚪ Europe

⚪ Latin America/Caribbean Islands

🔘 North America

Please confirm the Advisory Committee/Supporting Organization with which you seek a nomination from to serve on the Pilot Holistic Review Team. *

- ⦿ ALAC
- ◯ GAC
- ◯ RSSAC
- ◯ SSAC
- ◯ ASO
- ◯ ccNSO
- ◯ GNSO

1. Current vocation, employer and position: *

Bilingual RIM Coordinator, Government of Prince Edward Island

2. Work performed in (1.) above and declaration of relationships with entities holding a financial (or declarable) interest in ICANN: *

Records management, Information governance, information security, compliance and legal issues, project management.
My role does not directly involve financial interests in ICANN or its related entities. However, the government's interest in internet governance and information security indirectly aligns with ICANN's mission of ensuring a secure and stable internet. My involvement with ICANN-related activities do not have any conflict with my role in the Government of PEI.

3. Please identify any Working Groups or other chartered teams in which you are participating (include acronyms, if applicable): *

NARALO, CPWG

3. How many years of ICANN experience do you have? *

- ☑ Less than 3 years
- ☐ More than 3 years

4. Education *

Advanced diploma Applied Computing, BSc Mathematics

5. Professional Certifications *

Project Management, Entrepreneurship, Digital Humanities

6. English Knowledge *

- ○ Native Speaker
- ● Fluent
- ○ Conversant
- ○ Basic Knowledge

7. Skills, expertise, and desired attributes

Please assess and explain how your knowledge, experience, and expertise address the   *
criteria listed below. Leave the box blank if not applicable to you.

- Performance assessment and audits of organizational effectiveness and governance
- Development of methodologies and guidelines for process improvement and measurement
- Data analysis informing fact-based findings and recommendations
- Familiarity with ICANN Reviews, and ICANN structures
- Knowledge of recognized frameworks for organizational excellence
- Principles of accountability applicable to organizations broadly similar to ICANN

Performance assessment and audits of organizational effectiveness and governance
I have experience conducting regular audits to ensure information integrity and compliance within the
Government of Prince Edward Island (PEI). This involves assessing the effectiveness of records
management practices and recommending improvements.

Development of methodologies and guidelines for process improvement and measurement
In my role as a RIM Coordinator, I have developed and enforced policies and procedures for information
handling and security. I have also led projects to improve records management systems and processes,
streamlining information management practices.

Data analysis informing fact-based findings and recommendations
I have analyzed records management data to identify areas for improvement and provided fact-based
recommendations to enhance efficiency and compliance. My background in applied computing supports
my analytical capabilities.

Familiarity with ICANN Reviews, and ICANN structures
As an ICANN fellow and regular participant in NARALO meetings, I am familiar with ICANN Reviews and
the organization's structures, including the roles of ALAC, GAC, RSSAC, SSAC, ASO, ccNSO, and GNSO.

Knowledge of recognized frameworks for organizational excellence
My professional experience includes adhering to recognized frameworks such as ISO standards for
records management and information security, ensuring the highest standards of organizational
excellence.

Principles of accountability applicable to organizations broadly similar to ICANN
My professional training in policy development and my experience in governmental roles have instilled a
strong understanding of accountability principles. I apply these principles to ensure transparency and
ethical conduct in my work.

Please assess and explain how your knowledge, experience, and expertise address the   *
criteria listed below. Leave the box blank if not applicable to you.

- Commitment and time to participate actively for the duration of the PHR
- Understanding of the ICANN multistakeholder model
- Analytical skills
- Team spirit, adaptability, consensus-seeking attitude - willingness to learn and contribute, capacity to reason objectively, putting aside personal opinions or preconceptions
- Good communication skills using multiple methods and tools

Commitment and time to participate actively for the duration of the PHR:
As an experienced professional with a strong commitment to advancing information governance and cybersecurity, I have the dedication and availability to actively participate throughout the entire program. My ability to manage time effectively and prioritize responsibilities enables me to participate actively and contribute meaningfully throughout the duration of projects or programs.

Understanding of the ICANN multistakeholder model:
As an ICANN fellow and regular participant in NARALO meetings, I have a comprehensive understanding of the ICANN multistakeholder model. This includes recognizing the roles and interactions of various stakeholders within ICANN's governance processes.

Analytical skills:
My academic background in applied computing and experience in data analytics throughout my career have honed my analytical skills. I can effectively analyze complex information, identify trends, and make informed decisions based on data-driven insights.

Team spirit, adaptability, consensus-seeking attitude - willingness to learn and contribute, capacity to reason objectively, putting aside personal opinions or preconceptions:
I possess a strong team spirit and adaptability, having led projects in diverse environments including professional setting as well as major volunteer organizations such as AIESEC and WISC. My consensus-seeking attitude and willingness to learn allow me to contribute effectively while reasoning objectively and considering diverse perspectives, setting aside personal biases or preconceptions.

Good communication skills using multiple methods and tools:
With bilingual proficiency in French and English and experience in professional communication, including writing blogs/articles and responding to emails, I am adept at using multiple communication methods and tools to effectively convey ideas and collaborate with diverse stakeholders.

Please assess and explain how your knowledge, experience & personality meet the desired   *
attributes listed below. Leave the box blank if not applicable to you.

- Commitment and time to participate actively for the duration of the PHR

- Understanding of the Multistakeholder community

- Team spirit, adaptability, consensus-seeking attitude

- Willingness to learn

- Readiness to contribute

- Capacity to reason objectively, putting aside personal opinions or preconceptions

- Analytical skills

- Good communication skills using multiple methods and tools

With a continuous learning mindset, I actively seek opportunities to expand my knowledge and skills,
staying updated with industry trends, best practices, and emerging technologies etc.
Drawing from my experience in project management, policy development, and community engagement, I
am ready to contribute effectively to initiatives that align with my expertise and values.

9. Motivation for Serving on Review Team

Please provide your interest in serving on the Review Team and what you will bring to the   *
team if selected.

I am keenly interested in serving on the Pilot Holistic Review (PHR) Team for ICANN. My background and expertise in information governance, policy development, and community engagement align well with the objectives of the PHR as outlined in ATRT3 Recommendation 3.5.

My experience in developing and implementing organizational policies and improvement programs, coupled with a strong understanding of governance frameworks, positions me to contribute effectively to defining the relationship between Holistic Reviews, Organizational Reviews, and Continuous Improvement Programs.

I bring a collaborative approach and consensus-seeking attitude, which would be instrumental in addressing community input on methods for future Holistic Reviews. My ability to work across diverse stakeholder groups ensures that all perspectives are considered in shaping review teams and their roles.

With experience in multistakeholder environments and a deep understanding of the ICANN multistakeholder model, I can contribute to defining the roles of community structures, the Board, and ICANN Org in Holistic Reviews. I am also open to exploring the involvement of external parties, if deemed beneficial.

My familiarity with governance frameworks and policy development equips me to assess what Bylaws amendments may be necessary to ensure transparency and accountability in future Holistic Reviews, aligning with ATRT3 recommendations.

My commitment to transparency, accountability, and continuous improvement, coupled with my analytical skills, communication abilities, and collaborative mindset, make me well-suited to contribute meaningfully to the Pilot Holistic Review Team for ICANN.