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Circular nº 4978
13 marzo 2025

A: Todos los Estados Miembros de la OMI

Asunto: **Edición inaugural del curso de formación "Liderazgo y empoderamiento de las mujeres que trabajan en el sector marítimo", Malmö (Suecia)**

1 El Secretario General se complace en anunciar que la edición inaugural del curso de formación titulado "Liderazgo y empoderamiento de las mujeres que trabajan en el sector marítimo", patrocinado por la Organización Marítima Internacional (OMI) y la Asociación Internacional de Mujeres en el Sector del Comercio y el Transporte Marítimo (WISTA International), e impartido por la Universidad Marítima Mundial (UMM), se celebrará con un formato híbrido, y constará de tres días de aprendizaje a distancia, seguidos de una semana *in situ* en la UMM de Malmö (Suecia), y otros dos días de aprendizaje a distancia una vez que los participantes hayan regresado a sus respectivos países de origen. A continuación figuran las fechas de las tres fases de formación:

- a. fase A (en línea): del 9 al 11 de septiembre de 2025;
- b. fase B (presencial): del 6 al 10 de octubre de 2025; y
- c. fase C (en línea): días 21 y 22 de octubre de 2025.

2 El objetivo principal de este curso es dotar de aptitudes de liderazgo y gestión estratégica de alto nivel a las mujeres del sector marítimo que se encuentran en mitad de su carrera profesional, para que puedan progresar y asumir funciones decisorias. Este curso está concebido para mujeres que trabajan en el sector público del ámbito marítimo, por ejemplo, en administraciones marítimas, autoridades portuarias, guardacostas e instituciones de educación y formación marítimas. Por otra parte, las mujeres que se dedican al sector privado en países en desarrollo y sean miembros de WISTA International pueden participar con las becas que concede la Asociación.¹

3 El curso se impartirá únicamente en inglés. Constará de ponencias interactivas, talleres, estudios de casos y ejercicios en grupo dirigidos por personal experto en liderazgo marítimo, oratoria, gestión de proyectos y espíritu de equipo. Los principales objetivos del curso son:

- .1 mejorar las competencias de liderazgo de las participantes, incluidas la autoconciencia, la confianza y las aptitudes para la toma de decisiones;

¹ WISTA International comunicará oportunamente a todos los miembros de la Asociación cómo solicitar las becas que esta ofrece.

- .2 reforzar la capacidad de las participantes para gestionar eficazmente equipos, proyectos y desafíos organizativos;
 - .3 ofrecer un foro para el intercambio de conocimientos, la creación de redes y la colaboración entre mujeres al frente del sector marítimo; y
 - .4 promover la equidad de género en el liderazgo marítimo, haciendo frente a las barreras que puedan entorpecer el progreso.
- 4 El curso abarcará una serie de temas esenciales. A continuación figuran algunos:
- .1 diseño y gestión de proyectos;
 - .2 pensamiento crítico e incorporación de la perspectiva de género;
 - .3 iniciativa empresarial;
 - .4 pensamiento estratégico;
 - .5 liderazgo;
 - .6 espíritu de equipo;
 - .7 comunicación eficaz;
 - .8 oratoria;
 - .9 *coaching* y mentoría; y
 - .10 promoción y orientación en cuanto a perspectivas de carrera.
- 5 Las tasas del curso, el alojamiento, los pasajes aéreos de ida y vuelta en clase turista y las comidas durante la semana de formación *in situ* en Malmö estarán cubiertos para las 15 participantes seleccionadas, gracias a la financiación de la OMI. Además, la OMI ofrecerá a cada participante una asignación diaria de 15 dólares para gastos accesorios y 252 dólares para pequeños gastos de salida y llegada. No obstante, las autoridades que designen a las participantes están obligadas a seguir pagando los salarios de las funcionarias que vayan a asistir al curso de formación de la UMM mientras dure este, con el fin de mantener a sus respectivas familias en sus respectivos países de origen.
- 6 Las participantes se ocuparán por sí mismas de:
- .1 obtener el visado de entrada en Suecia para el componente que se celebrará *in situ*, por cuenta propia y/o de la autoridad o el empleador que las hayan designado; y
 - .2 obtener un seguro médico adecuado que sea válido para todos los países en los que puedan permanecer, residir, a los que puedan viajar tanto a la ida como a la vuelta, o por los que puedan transitar, independientemente del propósito o del motivo del viaje o del modo de transporte. Las participantes seleccionadas deberán presentar pruebas documentales del seguro de viaje.

7 Las participantes patrocinadas por la OMI estarán cubiertas, mientras dure su beca, por el seguro del Grupo médico de las Naciones Unidas para becarios de todo el mundo en el que participa la OMI.

8 Las solicitantes deberán dominar la lengua inglesa y poder demostrar esa fluidez al participar en el curso, así como las posibles ventajas del curso para sus respectivos países.

9 Además, se recomienda encarecidamente a las autoridades que designen participantes que se abstengan de presentar solicitudes de graduadas de la Universidad Marítima Mundial (UMM) o del Instituto de Derecho Marítimo Internacional (IMLI) de la OMI, dado que el curso tiene por objeto ofrecer oportunidades de formación en liderazgo a participantes que no se hayan beneficiado anteriormente de actividades educativas en la UMM o el IMLI. Las solicitudes de graduadas que no revelen sus cualificaciones de la UMM y el IMLI no se considerarán válidas, y se podrán eliminar del proceso de selección.

10 Si bien se desea que la distribución geográfica de las participantes sea lo más amplia posible, el número de plazas por país es limitado. Por consiguiente, si se presentan dos o más candidatas de un país, se agradecerá que la autoridad competente indique el orden de prioridad.

11 Se dará preferencia a funcionarias que se encuentren en las primeras etapas o en la mitad de su carrera que demuestren gran potencial de liderazgo, así como a miembros de las asociaciones regionales de mujeres en el sector marítimo (WIMA) establecidas por la OMI.

12 Las solicitudes deberán presentarse utilizando el formulario de solicitud adjunto (anexo 2) y deberán respetarse estrictamente las orientaciones e instrucciones para cumplimentar el formulario de solicitud que figuran adjuntas (anexo 1). Las solicitudes deberán llegar a la UMM, conforme se indica en las orientaciones e instrucciones adjuntas, a más tardar el **25 de abril de 2025**.

13 Las participantes y las autoridades que designen a las participantes deberían tener en cuenta que solo se contactará con las candidatas a las que se haya concedido una beca de la OMI. Se ruega tomar nota de que la OMI no mantendrá correspondencia con las autoridades que presenten las candidaturas ni con las solicitantes en relación con el estado de sus candidaturas.

ANNEX 1

INAUGURAL "MARITIME WOMEN'S LEADERSHIP AND EMPOWERMENT" TRAINING COURSE, MALMÖ, SWEDEN

Guidance and instructions for completion of the application form

- 1 Applications for this training course should be submitted to WMU by the nominating Government or organization on behalf of their candidate(s) no later than **25 April 2025**. Applications received after that date may not be considered.
- 2 Applications for this course must be made using the attached application form, which should be TYPEWRITTEN or completed in BLOCK CAPITALS IN BLACK INK, as follows:
 - Part I of the application form must be completed and signed by a duly authorized officer of the nominating Government or organization. This part should be completed after the candidate has completed Part II. The official seal or stamp of the authority nominating the candidate must be affixed to this part; and
 - Part II of the application form must be completed and signed by the candidate. This part should include details of previous maritime-related experience, an explanation of the benefits the candidate hopes to derive from the training, and how the candidate will transfer the acquired knowledge to colleagues upon returning to their post. Additionally, the applicant should provide details of any leadership or career development challenges in the maritime sector in which they have a particular interest.
- 3 The completed application form, a copy of the data page of the candidate's passport (showing, as a minimum, the name of the holder, the passport number, date and place of issue and date of expiry), as well as an official letter confirming the release of the candidate by their employer (should they be selected for the course) should accompany the application and be sent by email to WMU's Professional Development Courses email address: fdc@wmu.se, with a copy to IMO at email address womeninmaritime@imo.org.
- 4 Applicants who have submitted all the required documents should be aware that, if selected for the course, an assessment of their proficiency in the course language (English) may be undertaken by WMU, via teleconference or telephone, prior to offering a place on the course.
- 5 Candidates are strongly urged to ensure that their applications are complete in all respects, as incomplete applications may not be considered. WMU/IMO may not accept resubmission of incomplete applications.
- 6 All dates must be in dd/mm/yyyy format.

ANNEX 2

**APPLICATION TO ATTEND THE
INAUGURAL "MARITIME WOMEN'S LEADERSHIP AND EMPOWERMENT"
TRAINING COURSE IN MALMÖ, SWEDEN.**

Part I – Nomination *(to be completed by a duly authorized officer of the nominating Government)*

The Government of _____ nominates:
Family name or surname: _____
First name(s): _____
Middle name(s): _____
Maiden or other name(s) (if any): _____

for a fellowship to study at the **inaugural "Maritime Women's Leadership and Empowerment" training course**, and certifies that:

- (a) the studies under this fellowship are necessary for the advancement of the economic and social sustainable development of the country and its public institutions, and that in the case of a fellowship being granted, the beneficiary will bring the knowledge garnered from the seminar to bear on the country/nominating institution;
- (b) all information supplied by the nominee is true, complete and correct to the best of my knowledge and belief;
- (c) the nominee has an adequate working knowledge, appropriately tested, of the language in which this seminar will be presented (English);
- (d) the absence of the nominee during the period of the studies abroad would not have any adverse effect on the nominee's status, seniority, salary, pension or similar employee rights;
- (e) the nominee's salary and benefits will continue to be paid while the nominee is attending the seminar;
- (f) the nominee has adequate travel insurance coverage to cover his or her stay in Malmö and return travel to their home country; and
- (g) this administration has allocated funding to pay for the travel and visa costs of the nominated candidate to attend the seminar, should they be selected to participate.

On return from the fellowship it is proposed to employ the fellow as follows:

Title of post: _____

With the following duties and responsibilities: _____

I, the undersigned, _____ hereby certify

that I am duly authorized by the said Government to make this nomination and state that:

my title is: _____

and my office address is: _____

Signed and dated by me at: _____ on _____



Signature of authorized official

Part II – Candidate information *(to be completed by the candidate)*

Personal details

- 1 Family name or surname: _____
First name(s): _____
Middle name(s): _____
Maiden or other name(s) (if any): _____
- 2 Place of birth: _____ Country of birth: _____
Date of birth: _____ Nationality: _____
- 3 Passport number: _____ Country of issue: _____
Place of issue: _____ Date of issue: _____ Date of expiry: _____
- 4 Home address: _____ Home telephone: _____
_____ Mobile telephone: _____
_____ Home email: _____

Emergency contact details

- 5 Name: _____ Work telephone: _____
Relationship: _____ Home telephone: _____
Address: _____ Mobile telephone: _____

EMAIL FOR CORRESPONDENCE WITH IMO AND WMU: _____

6 **Language skills** *(list your mother tongue first)*

	Read			Write			Speak		
Language	Excellent	Good	Fair	Excellent	Good	Fair	Excellent	Good	Fair
	☐	☐	☐	☐	☐	☐	☐	☐	☐
	☐	☐	☐	☐	☐	☐	☐	☐	☐

7 **Other leadership courses attended in the last 3 years** *(list most recent first)*

Year	Subject	Country	Duration

8 **Secondary and tertiary education** (list most recent first)

Name of institution	Location	Years of study	Subject(s)	Qualification(s)

9 Have you studied at WMU and/or IMLI? Yes ☐ No ☐

If yes, in which year did you graduate? _____

10 **Employment** (for each post, please provide full details, including duties and responsibilities)

A Current post: Job title: _____

From: _____ To: _____ Government ☐ Private ☐ NGO ☐

Name of employer: _____

Employer address: _____

Name of supervisor: _____

Supervisor's work telephone: _____ Supervisor's work email: _____

Main duties and responsibilities: _____

B Previous post: Job title: _____

From: _____ To: _____ Government ☐ Private ☐ NGO ☐

Name of employer: _____

Employer address: _____

Name of supervisor: _____

Supervisor's work telephone: _____ Supervisor's work email: _____

Main duties and responsibilities: _____

C Previous post: Job title:

From: To: Government ☐ Private ☐ NGO ☐

Name of employer: _____

Employer address: _____

Name of supervisor: _____

Supervisor's work telephone: _____ Supervisor's work email: _____

Main duties and responsibilities: _____

- 11 **Expected outcomes** (Please describe below how this course will help you in your work following your return home, and indicate the opportunities you will have to transmit the knowledge gained to your colleagues)

- 12 **IMO Women in Maritime Association membership**

Please indicate below if you hold membership in any of the outlined IMO **Women in Maritime Associations (WIMAs)**

Pacific Women In Maritime Association (PacWIMA) ☐

Network of Professional Women in the Maritime and Port Sectors for West and Central Africa (NPWMP-WCA) ☐

Association for Women in the Maritime Sector in Eastern and Southern Africa region (WOMESA) ☐

Women in Maritime Association, Asia (WIMA Asia) ☐

Women in Maritime Association, Caribbean (WiMAC) ☐

Arab Women in Maritime Association (AWIMA) ☐

Network of Women of the Maritime Authorities of Latin America (MAMLa) ☐

Women in Maritime of West and Central Africa (WIMOWCA) ☐

13 Declaration and undertaking

I certify that the information I have provided in this application is true, complete and correct to the best of my knowledge and belief. If selected as a fellow, I undertake to:

- conduct myself at all times in a manner compatible with my status as an international student at WMU as well as a student whose studies are funded by IMO;
- devote and spend the time during the period of the seminar in studying as directed by WMU and as expected from me as an international student;
- refrain from engaging, during the period between the time of the departure from my home country to participate in the seminar and the time of my return to my home country after participating in the course, in any political or commercial activities or any activities other than those which are strictly related to and/or covered by the programme of the seminar;
- undertake any pre-seminar preparatory studies or work; and, prior to, during or after the course, submit reports and participate in any assessments or evaluations, in accordance with the requirements specified by, or arrangements made by, WMU and/or IMO;
- obtain and have in place, at my expense and/or the expense of the nominating authority or my employer, for the period between the time of the departure from the place in my home country where I will be commencing my travel to participate in the seminar and the time of my return to the place in my home country where I will end my travel after participating in the course, at all times, adequate travel insurance which shall be valid for all countries which I may be staying in or travelling to or from or transiting through and irrespective of the purpose or reason for the travel or the mode of transport;
- conduct myself in line with the *IMO Code of Conduct for Delegates, Observers and Other Participants at IMO Meetings, Events and Activities to Prevent Harassment including Sexual Harassment*, available in [Circular Letter No.4908](#)
- bear the cost of all expenses in excess of the medical and travel insurance coverage provided; and
- return, as soon as practicable, to my home country after the end of my participation in the seminar.

14 Date: _____ Signature of candidate: _____