



Dear MAA Members,

The 2022-2023 Vis Moot season has passed, seeing a long-awaited return to in-person oral arguments on the festive occasion of the anniversary 20th Vis East and 30th Vis Vienna Moots. We know that the Moots have provided you with various professional and personal contacts and have also created long-lasting memories.

Although the Vis Moot season is now over, the Moot Alumni Association (“MAA”) strives to keep everyone in touch, to bring unique opportunities to your attention and keep the spirit of the Moot alive! As we have repeatedly said, everyone who has participated in the Vis Moots, whether as a student, coach, or arbitrator, is now part of the Vis Moot family. What we hope, however, is that you formalise this relationship, join the MAA, and take an active part in our activities and community.

We therefore would like to take this opportunity to update you about the MAA’s recent developments.

2023-2024 MAA Executive Board

Following the MAA’s 2023 Annual General Meeting, which was held on 2 April 2023, a new MAA Board was voted into office, effective from 1 May 2023, for the 2023-2024 MAA Term.

The MAA Executive Board for the 2023-2024 Term is as follows:

- Dr. Navin Ahuja – Co-President
- Ms. Ipek Ince – Co-President
- Ms. Vera He – Vice President
- Ms. Evanthia Kasiora – Vice President
- Ms. Anne Wang – Secretary
- Ms. Sherlin Tung – Secretary¹

Call for Applications for the 2023-2024 MAA Core Team

With this letter, the MAA Executive Board is also delighted to launch its Call for Applications for the 2023-2024 MAA Core Team. The term of the 2023-2024 Core Team will end on 30 April 2024.²

In the last years, the MAA Core Team has more than tripled its projects and has significantly expanded. In order to maintain the MAA’s amazing projects and develop further initiatives to allow the MAA to take full advantage of the potential of our 5,000+ member network and to create unique opportunities in arbitration and trade law worldwide, the MAA Executive Board requires the support of a dedicated Core Team.

We are thus currently accepting applications for leadership positions (Chair(s) and Vice-Chair(s)) and

¹ A member of the Executive Board for handover and administrative purposes.

² The Executive Board may extend the term of any teams or members of the Core Team beyond 30 April 2024 and until the 2024-2025 Core Team is in place, to allow such teams/members to fulfil duties associated with the 2023-2024 term of the Core Team or ongoing and *ad hoc* duties which may arise before the 2024-2025 Core Team is in place.

MAA

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team members across all teams. Chair(s) and Vice-Chair(s) are responsible for executing their team's goals, overseeing the team members, coordinating with other teams within the MAA Core Team, and being the point of contact for the MAA Executive Board. Team members are expected to be involved and provide support in all aspects of the work of their team, as well as to contribute to the team's planning and goal-setting. In addition to the responsibilities of each team, all Core Team members who are able to attend the Vis East Moot in Hong Kong and/or Vis Moot in Vienna in 2024 are expected to promote the MAA and participate in the MAA's activities, events and conferences during the Vis Moots. We **enclose** a chart setting out the structure of the 2023-2024 MAA Core Team, including a brief description of each team and the respective positions therein.

We invite all MAA Members who are interested in maintaining an active role within the MAA and who wish to promote the MAA's initiatives worldwide to submit an application to join the MAA Core Team. All Core Team members should be MAA Members. Applicants are invited to sign up on our [website](#) if they are not yet a member.

Please apply by completing [this application form](#) **no later than the end of the day on Friday, 26 May 2023 (your local time)**. Kindly note that the Executive Board may review and respond to applications on a rolling basis and will endeavour to revert to all applicants by the end of June 2023.

If you have any questions, comments, or concerns, please do not hesitate to reach out to us via email at board@maa.net.

Best regards,

Your 2023-2024 MAA Executive Board



**Dr. Navin G.
Ahuja**

Co-President



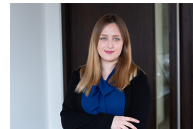
İpek İnce

Co-President



Vera He

Vice President



**Evanthia
Kasiora**

Vice President



Anne Wang

Secretary



Sherlin Tung*

Secretary

** A member of the Executive Board for handover and administrative purposes.*

Encl. 2023-2024 MAA Core Team Structure

2023-2024 MAA Core Team Structure

Team Name	Team Description	Team Roles and Responsibilities
China Project	The MAA was awarded funds to set up a programme in China to educate students and young practitioners on international arbitration and international trade law. The China Project team is tasked with organising legal conferences, seminars, and trainings within Mainland China on the topics of international arbitration and trade law.	The China Project will be led by one or more Chairs and, if appropriate, Vice-Chair(s) . The leadership of the team is responsible for the MAA's China Project strategy and promotion, and for liaising with collaboration partners/sponsors to organise events to promote the MAA, international arbitration, and trade law in Mainland China. Team members will report to and support the Chair(s) to ensure the successful completion of the China Project's events. The team members' responsibilities include brainstorming for potential event topics, communication with potential speakers, venues and sponsors, administration and logistics for the China Project's events.
Compliance Team	The Compliance Team works to ensure that the MAA and its activities are fully compliant with the applicable laws and regulations.	The Compliance Team will ideally comprise two Compliance Officers , who may be assisted by a team member . The Compliance Team is expected to work with all other Core Teams and to provide assistance on compliance-related matters, such as personal data protection and the compliance of the Executive Board's and the Core Team's activities with applicable laws and regulations and the MAA Articles of Association. The Compliance Team's role will also include identifying and liaising with potential pro bono service providers.
Conferences & Events Team	The Conferences and Events Team is responsible for organising all of the MAA's established conferences and webinars as well as professional social and networking events throughout the MAA Core Team term. The MAA's established conferences include the Generations in Arbitration Conferences and the CISG Conference. Webinar events may include the Vis Moot Journey Series and Speaker Series.	The leadership positions in the Conferences & Events Team will comprise the following: Co-Chair for Conferences (Hong Kong) , Co-Chair for Conferences (Vienna) , Co-Chair for Events (Hong Kong) , and Co-Chair for Events (Vienna) . Each Co-Chair will be responsible for the organisation and execution of the conference(s) or events in Hong Kong or Vienna as well the MAA webinars. All Co-Chairs are also expected to work together to ensure consistency and best-practice across all of the MAA's events and conferences, as well as to provide support for one another's events when they have capacity.

Team Name	Team Description	Team Roles and Responsibilities
	<p>Established social and networking events include, but are not limited to, the MAA Welcome and Farewell Parties, Moot Bar, MAA Moot Café.</p> <p>The Conferences and Events Team is also welcome to come up with new ideas for conferences and events to take place during the MAA Core Team term.</p>	<p>The team members are expected to be involved and provide support in all aspects of the work of the Conferences and Events Team, as well as to contribute to the team’s planning and goal-setting. Team members should therefore expect to be involved in both the conferences and events sides of the team.</p> <p>The scope of work of the Conferences & Events team members includes the identification of panel topics, the identification and communication with potential speakers, venues and sponsors, as well as managing the registration process for events and conferences.</p> <p>It is preferable for members of the Conferences & Events Team to be present at the moots in Hong Kong and/or Vienna to manage the running of conferences and events on the ground. The team is also expected to coordinate with other Core Team members to ensure adequate staffing at conferences and events, avoid event clashes, and support other in-person events in Hong Kong and/or Vienna.</p>
Diversity & Inclusion Team	<p>The Diversity & Inclusion Team is tasked with communicating on behalf of the MAA the importance of diversity and inclusion in the international arbitration and trade law communities. The Diversity & Inclusion Team’s activities have included targeted webinars, conferences, and seminars on specific issues important to diversity and inclusion, as well as networking events.</p>	<p>The Diversity & Inclusion Team will be led by one or more Chairs (and, if appropriate, Vice-Chair(s)). The leadership of the team is responsible for preparing and overseeing the implementation of a comprehensive programme for the MAA’s activities on diversity and inclusion, allocating responsibilities among team members, and ensuring its timely execution. The leadership of the team is expected to curate a list of events and projects that will help the MAA to be a platform for advocating diversity and inclusion and to help the MAA itself be as diverse and inclusive as can be.</p> <p>The team members are expected to be involved and provide support in all aspects of the work of the Diversity and Inclusion Team, as well as to contribute to the team’s planning and goal-setting.</p>
International Liaisons Team	<p>The MAA is given observer status at the UNCITRAL Working Sessions, which take place in Vienna and New York. This means that the MAA is able to send MAA Members to attend the various UNCITRAL Working</p>	<p>The International Liaisons Team will be led by one or more Chairs (and, if appropriate, Vice-Chair(s)). The leadership of the team is responsible for ensuring expressions of interest are sent for each UNCITRAL Working Group session, coordinating and reviewing applications to determine who is best suited to represent the MAA, providing proper instructions to the chosen MAA Members who will act</p>

Team Name	Team Description	Team Roles and Responsibilities
	<p>Group sessions as observers.</p> <p>The International Liaisons Team sends out expressions of interest for each session, reviews the applications received, and decides (with the guidance of the Executive Board, when necessary) who will attend the sessions. The team also is tasked with reviewing the reports provided by the observers and publicising them on the MAA's website.</p>	<p>as observers, liaising with the relevant contacts at UNCITRAL, and reviewing and editing the reports submitted by the observers.</p> <p>The team members are expected to be involved and provide support in all aspects of the work of the International Liaisons Team, as well as to contribute to the team's planning and goal-setting.</p>
<p>Media Team</p>	<p>The Media Team is responsible for ensuring that our members are kept up to date on all MAA related information as well as opportunities in international arbitration and trade law. In carrying out these responsibilities, the Media Team updates the MAA website, social media channels, and e-mail group.</p>	<p>The Media Team will be led by one or more Chairs (and, if appropriate, Vice-Chair(s)). The leadership of the team is responsible for coordinating with other Core Teams to ensure that all the MAA events and projects are promoted in a timely and effective manner throughout the MAA social media channels and e-mail group, as well as through other partners and friends of the MAA.</p> <p>The Media Team will also include a Core Team Coordinator, who will be in charge of visual communication and be assisted by the Media Team members.</p> <p>The team members are expected to keep the MAA social media accounts and website up-to-date, assist in the preparation of relevant marketing materials for the promotion of the MAA projects and other events supported by the MAA, and contribute to the team's planning and goal-setting.</p>
<p>Mentor-Mentee Team</p>	<p>The Mentor-Mentee Team aims to connect students and young professionals with the more experienced generation of academics and professionals within the MAA.</p> <p>The 2023-2024 Mentor-Mentee Team will be responsible for organising, overseeing, and running the fifth cycle of the MAA Mentor-Mentee Programme.</p>	<p>The Mentor-Mentee Team will be led by one or more Chairs (and, if appropriate, Vice-Chair(s)). The leadership of the team is responsible for organising and overseeing the mentor invitation and mentee selection processes, communication with mentors and mentees, and onboarding, networking, and knowledge-sharing sessions for the participants. In addition, the leadership of the team is expected to produce a plan for the fifth cycle of the Mentor-Mentee Programme, allocate responsibilities, and ensure its timely execution.</p> <p>The team members are expected to be involved and provide support in all aspects of the Mentor-Mentee Programme, as well as to contribute to the team's planning and goal-setting.</p>

Team Name	Team Description	Team Roles and Responsibilities
<p>Regional Representatives</p>	<p>The Regional Representatives team is a vital part of the MAA’s outreach efforts. Its members serve as ambassadors for the organisation, connecting the MAA with academics, practitioners, and students all around the world.</p>	<p>The Regional Representatives Team will be led by one or more Chairs (and, if appropriate, Vice-Chair(s)). The leadership of the team is responsible for preparing and overseeing the implementation of an MAA outreach plan to promote the MAA and its initiatives that will include engaging with individuals and organisations in various regions around the world, organising professional networking events and social gatherings, and participating in in-person and/or virtual events, with particular focus on underrepresented regions.</p> <p>The team members are expected to be involved and provide support in all aspects of the preparation and execution of the outreach plan, as well as to contribute to the team’s planning and goal-setting.</p>
<p>Vindobona Journal Team</p>	<p>The Vindobona Journal of International Commercial Law and Arbitration (“VJ”) is a bi-annual law journal focused on the dissemination of research in the areas of commercial law and arbitration. Since 1997, the VJ has kept readers abreast of new developments by publishing legal opinion and commentary by industry specialists worldwide. The VJ has been recognised in various jurisdictions as one of the world’s top-rated journals and has been around for over 25 years.</p>	<p>The Vindobona Journal team is led by a senior editor-in-chief and an editor-in-chief, who work together to coordinate all articles submitted to the VJ and oversee the work of the Vindobona Journal Team, while providing guidance and editorial review on articles submitted for consideration for publication.</p> <p>The team members will take on the following roles:</p> <ul style="list-style-type: none"> • Technical editor(s) provide technical editing to all articles submitted to the VJ in compliance with the VJ’s style guidelines. Experience in publishing and reviewing of articles (and/or other relevant experience) is desired for this role. • Administrative editor(s) coordinate the VJ’s day-to-day activity, including communication with subscribers, administration of invoices, and the VJ’s communication with various stakeholders, such as academics, practitioners, and universities. Experience related to these matters and efficient communication skills are desired.