



## Careers



### Social Inclusion Advisor

Job No: 95486  
Location: Suva, Fiji

*Are you a critical thinker, looking for a new challenge?  
Contribute to the betterment of gender equality and disability inclusion in this rewarding and pivotal role.  
Enjoy an attractive remuneration (tax-free for non-Fiji nationals) plus a wide range of benefits.*

#### About the Pacific Islands Forum Secretariat

The *Pacific Islands Forum Secretariat (Forum Secretariat)* is the region's premier political and economic policy organisation, with a vision of helping to create a region of peace, harmony, security, social inclusion and prosperity, so that all Pacific people can lead free, healthy, and productive lives.

The international organisation works to achieve this vision by fostering cooperation between governments, collaboration with international agencies, and by representing the interests of its members - including directly engaging with community members in order to identify pressing needs of the region.

The *Forum Secretariat* has undergone an organisational restructure, with a view to achieve greater consistency across the organisation in the way workforce capability is developed, and capability gaps are identified and addressed. As such, the organisation continues to produce a highly professional workforce that is capable of creating and delivering high quality outcomes for the people of its member countries.

#### Your New Career

*Forum Secretariat* is now looking for a full-time **Social Inclusion Advisor** to join the team in Suva, Fiji.

Reporting to the Director - Policy, this role will see you **providing dedicated technical guidance to the Social Policy Unit in strengthening their social policy role**. You'll ensure social inclusion issues (in particular, gender and disability) are integrated with the overall work and goals of the *Forum Secretariat*. Some of your key areas of responsibility will include (but will not be limited to):

- Providing strategic direction to progress the *Forum Secretariat's* social policy work under the Strategic Results Framework;
- Developing specific strategies for the advancement of the *Forum Secretariat's* social policy work, and for strengthening relationships with strategic partners;
- Identifying, monitoring, and addressing existing and emerging social policy issues within the region, with a particular focus on gender equality and disability inclusion;
- Assisting in the preparation of briefs, papers and evidence-based studies on social inclusion issues for Forum related/international meetings;
- Leading the development, review, integration and monitoring of the social inclusion issues within the *Forum Secretariat*;
- Coordinating tailored social inclusion awareness and analysis capacity building to *Forum Secretariat* staff; and
- Provide technical advice to Senior Management on implementation and monitoring of the Pacific Leaders Gender Equality Declaration (PLGED) and Pacific Framework on the Rights of People with Disabilities (PFRPD).

## Core Competencies

The *Forum Secretariat* is seeking a critical thinker who holds an Advanced Degree in a relevant discipline, along with demonstrated experience in social policy development.

You'll have strong knowledge of social inclusion issues affecting member countries, and will be experienced in high level political advocacy. This will ensure you understand the current state and desired state of equality/inclusion policy, and will assist in your challenge of aggregating current gender and disability work from member locations, moving it forward as a larger whole.

Although not essential, post-graduate qualifications in gender and development, or women's and/or disability inclusion studies will be highly regarded.

In order to be successful in this position, it is crucial you be an innovative thought leader with the ability to identify issues and create solutions that can be easily digested by stakeholders of all levels. You'll be persuasive, with strong relationship building and communication skills - both written and verbal.

Importantly, you'll be skilled in the implementation and execution of plans, being able to translate ideas into actions. You'll drive daily activity in a programmatic way, complimenting the existing team strengths of networking and engagement. In addition, you will be data driven with an understanding of spreadsheets and the ability to use analytics and insights to influence decisions.

## A Rewarding Opportunity...

This is a **unique opportunity to lead significant change** in the gender equality and disability inclusion space. **Innovation and a fresh perspective will be encouraged**, giving you the chance to really **make this role your own**. There is no question you'll finish work each day feeling **rewarded both personally and professionally**, knowing you've made another step toward the betterment of equality and inclusion in the workplace.

On offer is an attractive remuneration circa **SDR 41, 064 – SDR 61, 597** (dependent upon qualifications and experience), which is **tax free** for non-Fijian nationals! At current exchange rates, this remuneration is equivalent to FJD 120,177 - FJD 180,265. In addition, you'll enjoy a range of fantastic benefits, including:

- **10% super;**
- **Rental assistance;**
- **Relocation and repatriation assistance;**
- **Health & Life insurance;**
- **5 weeks annual leave;**
- **Annual air fares for children studying overseas;**
- **Air fares to country of origin** (after 18 months of service);
- **School tuition fees for your children;** and
- Other benefits such as **family leave, maternity leave and special leave** at the Secretary General's discretion.

*If you're a critical thinker looking to make a real difference - Apply Now!*

**Closing Date: Friday, 9<sup>th</sup> February 2018**