



## ENGAGEMENT ADVISER – SUSTAINABLE DEVELOPMENT

### 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 has produced a highly professional workforce that is capable of creating and delivering high quality outcomes for the people of its member countries.

### About the Opportunity

The *Forum Secretariat* is now looking for a full-time **Engagement Adviser – Sustainable Development** to join the team in Suva, Fiji. Reporting to the Director(s), this role is the focal point for strengthening partnerships, high level regional coordination, and the monitoring and reporting on the Sustainable Development Goals. Some key areas of responsibility will include (but will not be limited to):

- Effectively coordinate high level dialogues, meetings, taskforces relevant to taking forward the region's sustainable development aspirations – prioritising the utilisation of existing multi-stakeholder mechanisms;
- More specifically, this includes working with relevant specialised agencies to correlate and track progress of the SDGs implementation in the region;
- Advocate for best practices in Pacific island countries based on past learnings (Forum Compact etc.) – including where possible south-south cooperation;
- Provide SDG related advice to Members and relevant stakeholders as required;
- Coordinate the production of the Quadrennial Pacific Sustainable Development Report; as well as other relevant reports as may be commissioned by the Forum including contributions to analysis, drafting and editing; and
- Develops and implements a communication plan in liaison with Engagement Team for wider dissemination of the report after it is published, and required advocacy work required.

The *Forum Secretariat* is seeking a strategic and proficient individual who holds a post graduate degree in International Relations, Development studies, Humanities or other relevant discipline with substantial experience working in issues relating to regional and national development and with progressively responsible professional experience in policy analysis, research and extensive experience in report writing. Specific experience and knowledge of Sustainable Development Goals monitoring at the international and regional level would be essential.

### About the Benefits

The appointment carries a competitive remuneration and benefits package including medical and life insurance. The salary will be in the range of **SDR 36,640 to SDR 54,960 per annum**. At the 1 February 2019 exchange rate this salary range was equivalent to **FJD107,860 to FJD161,790**. For non-Fijian nationals, this salary may be tax-free.

To be eligible for these positions, the applicant must be a national of one of the following Forum member countries\*. Applicants must be willing to travel periodically via economy class.

Interested applicants are encouraged to apply through our website: [www.forumsec.org](http://www.forumsec.org) where an information package containing the job description and remuneration details is also available. Candidates must include in either their application or Curriculum Vitae the full contact details of three referees. The Forum Secretariat is an Equal Opportunity Employer. **Deadline for applications is at 5pm (Fiji time), 15 March 2019.**

\* Member States of the Pacific Islands Forum: Australia, Cook Islands, Federated States of Micronesia, Fiji, French Polynesia, Kiribati, Nauru, New Caledonia, New Zealand, Niue, Palau, Papua New Guinea, Republic of the Marshall Islands, Samoa, Solomon Islands, Tonga, Tuvalu, and Vanuatu.