

# Permanent (Forum) Representative to the World Trade Organisation (WTO) and United Nations (UN) in Geneva

## 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 work of the Pacific Islands Forum Secretariat (PIFS) is guided by the Framework for Pacific Regionalism (FPR) as:

The expression of a common sense of identity and purpose, leading progressively to the sharing of institutions, resources, and markets, with the purpose of complimenting national efforts, overcoming common constraints, and embracing sustainable and inclusive development within Pacific countries and territories and for the Pacific region as a whole.

The FPR is underpinned by the Blue Pacific narrative, endorsed by Forum Leaders in Samoa in 2017, which calls for a long-term regional commitment to act as one "Blue Continent" as the means to achieve its development aspirations. The Leaders vision was that it would serve as the platform to reinforce and inspire the region in its shared stewardship of the Pacific Ocean, and to reaffirm the connections of Pacific peoples with their natural resources, environment, culture and livelihoods.

## About the Opportunity

The Forum Secretariat invites suitably experienced and qualified individuals to apply for the position of Permanent Representative of the Pacific Islands Forum (PIF) to the World Trade Organisation (WTO) and the United Nations (UN), based in Geneva, Switzerland. The position is under the overall direction of the Director of Programmes and Initiatives of the Forum Secretariat. The work of the PIF – Geneva Office and that of the Permanent Representative will be guided by the following objectives:

- Represent the interests of Forum Members at the WTO and UN agencies in Geneva as and when mandated by Forum Leaders through the Pacific Islands Forum Secretariat
- Manage the Permanent Delegation of the Pacific Islands Forum to the WTO and UN in Geneva in an efficient and responsive manner, including management of budgets, monitoring and reporting requirements and supervision of staff in line with the agreed Work Programme according to the Forum Secretariat requirements;
- Manage a team to support Ministerial attendance at WTO and UN meetings in Geneva, and provide training, and managing and facilitating the work attachment of rotating representatives at the Permanent Delegation; and;
- Provide high-quality technical advice and assistance to stakeholders in matters relating to WTO and relevant UN issues and negotiations in Geneva.

While the PIF-Geneva Office has predominantly focused on supporting Forum Member Countries at the WTO, it has recently become accredited to the UN in Geneva. It is envisaged that the role of Permanent Representative over time will encompass greater engagement at the UN in Geneva on behalf of the Pacific Islands Forum region, contingent on the availability of resources and the priorities of Forum Leaders.

The position of the Permanent Representative is for a term of 3 years. Applicants must have a relevant advanced degree in development economics, international trade or Business Administration. Applicants must also have at least five years' experience in international representation including through leading delegations at the WTO, UN and other international fora on behalf of Forum Members. Experience leading trade negotiation teams with sound

knowledge and understanding of trade, socio-economic issues and challenges facing Forum Members in relation to international, regional economic integration, trade and development issues.

Applicants must also have extensive management and leadership to produce high-quality outcomes and managing teams of 5-15 staff to deliver representational and policy outcomes plus have extensive experience engaging with Government Officials and Ministers in direct reporting, liaison and coordination roles.

## Capabilities

Applicants are also required to demonstrate their abilities in accordance with the Secretariat's Core Capabilities of: planning and prioritising, communicating with purpose and effect, leading and collaborating, applying critical thinking, developing & strengthening relationships and delivering value. To understand what these mean at the different levels of the organisation, applicants should view the Secretariat's Capability Framework on our website.

Supplementary Capabilities required for these positions include: building for the future, promoting effective workplace practices, managing and coordinating projects as well as using systems, tools and technology.

## About the Benefits

The appointment carries a competitive and attractive remuneration and benefits package including medical and life insurance as well as housing allowance. Paid in US Dollars, this range is within SDR42,297 to SDR52,871. At the 1<sup>st</sup> August 2019 exchange rates this was equivalent to FJD125,622 to FJD157,027 per annum. In addition to this salary a Cost of Living Differential Allowance will be paid. This allowance will be within a range equivalent to FJD40,743 to FJD47,033. This salary is also dependent on foreign exchange rates at the time of payment.

Interested applicants are encouraged to apply through our website: [www.forumsec.org](http://www.forumsec.org) where an information package containing the position description and remuneration details is also available. Candidates must include in either their application or Curriculum Vitae the full contact details of three referees. To be eligible for this position, applicants must be a national of a Forum member country\*.

The Forum Secretariat is an Equal Opportunity Employer. **Deadline for applications is at 5pm (Fiji time), 4 November 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.