

The Pacific Community (SPC) invites applications for the position of **Monitoring, Evaluation and Learning Adviser (Strengthening Pacific MEL)** based at its headquarters in Noumea, New Caledonia or at its regional office in Suva, Fiji.

Description

The **Pacific Community (SPC)** is the principal scientific and technical organisation in the Pacific region, supporting development since 1947. We are an international development organisation owned and governed by our 26 country and territory members. In pursuit of sustainable development to benefit Pacific people, our organisation works across more than 20 sectors. We are known for our knowledge and innovation in such areas as fisheries science, public health surveillance, geoscience, and conservation of plant genetic resources for food and agriculture.

The **Strategy, Performance & Learning (SPL)** unit is a specialised unit within the Office of the Director-General, with responsibilities for co-developing SPC Strategic Plan and the necessary methodology, capability and practice for monitoring and reporting against the Strategic Plan. SPL has staff based at our headquarters in Noumea, as well as our regional office in Suva. We provide whole of organisation service (Secretariat and member) through: i) Strategy and Planning; ii) Monitoring, Evaluation & Learning; iii) Programming and Design. Our work is focused on creating the conditions for change, grounded in contextually relevant and culturally responsive practice.

The **Monitoring, Evaluation and Learning Adviser** is one of three new positions implementing the *Strengthening Pacific MEL Capacity* project funded by MFAT. The Monitoring, Evaluation and Learning Adviser will develop and strengthen relationships between the partners and stakeholders for Pacific MEL, and lead the engagement, partnership development, and collaboration for the *voyage* ahead outlined for Pacific MEL in the Pacific Monitoring, Evaluation and Learning Capacity strengthening Rebbilib¹ roadmap. ¹ <https://www.spc.int/updates/blog/2020/08/pacific-mel-rebbilib-report-on-mel-capacity-available-for-download>

The key responsibilities of the role include:

- **Pacific-led va'a for co-ordination** – Strengthening the ownership, coordination and cohesion of MEL in the Pacific region through solesolevaki (reciprocity, social capital, kinship and community relationships). Shared responsibility with the Relationships and Learning Adviser.
- **MEL capacity** – Develop MEL capacity (where basic MEL capacity is currently lacking), as well as ensuring efforts are dedicated to continuously maintaining MEL knowledge and skills.
- **MEL implementation** – Support provided to organisations to strengthen systems, processes and tools for MEL planning, and monitoring, evaluation and learning, and knowledge management, including data access and management.
- **Evidence for resilient development** – Improve knowledge management and sharing, and the development of tailored knowledge products, to support evidence-based decision making for resilient development.

For a more detailed account of the key responsibilities, please refer to the job description provided.

Key selection criteria

Qualifications

- Post-graduate master's degree in relevant field such as international development, evaluation, public sector policy, economics

Knowledge and experience

- At least 7 years of experience in
 - Understanding on Pacific ways of learning, engagement, and/or partnership building
 - Monitoring, evaluation and learning in the Pacific
 - MEL for programmes and projects, and
 - Good understanding of best practices in development effectiveness.

Essential skills

- Experience in international development, including design and implementation of MEL frameworks
- Demonstrated experience in building or supporting communities of practice / professional networks
- Experience in communicating PMEL products for development effectiveness

Language skills

- Excellent English communication skills (oral and written) with a working knowledge of French being an advantage

Interpersonal skills and cultural awareness

- Excellent interpersonal skills and experience in working with and across the organisation in a multi-cultural, multi-disciplinary and gender-sensitive environment

Salary, terms and conditions

Contract Duration – Until 31 December 2024

Due to the current travel restrictions caused by the global COVID-19 pandemic, and the priority SPC places on its staff safety, health and well-being, please note that there may be delays in taking up the appointment. These matters will be discussed thoroughly with successful candidates. In most cases, any appointment and on-boarding would only commence when relocation to the duty station is permitted.

Remuneration – The **Monitoring, Evaluation and Learning Adviser** is a Band 11 position in SPC's 2021 salary scale, with a starting salary range of 3,015–3,769 SDR (special drawing rights) per month, which currently converts to approximately XPF 602,042–738,463 (USD 5,717–7,012; EUR 5,045–6,188) or FJD 9,107–11,383 (USD 4,191–5,239; EUR 3,699–4,624). An offer of appointment for an initial contract will normally be made in the lower half of this range, with due consideration given to experience and qualifications. Progression within the salary scale will be based on annual performance reviews. Remuneration of expatriate SPC staff members is not subject to income tax in Fiji; Fiji nationals employed by SPC in Fiji will be subject to income tax. SPC salaries are not presently subject to income tax in New Caledonia.

Benefits for international employees – SPC provides a housing allowance. Establishment and relocation grant, removal expenses, airfares, home leave, medical and life insurance and education allowances are available for eligible employees and their recognised dependents. Employees are entitled to 25 days of annual leave and 30 days of sick leave per annum, and access to SPC's Provident Fund (contributing 8% of salary, to which SPC adds a matching contribution).

Languages – SPC's working languages are English and French.

Recruitment principles – SPC's recruitment is based on merit and fairness, and candidates are competing in a selection process that is fair, transparent and non-discriminatory. SPC is an **equal-opportunity employer**, and is committed to cultural and gender diversity, including bilingualism, and will seek to attract and appoint candidates who respect these values. Due attention is given to gender equity and the maintenance of strong representation from Pacific Island professionals. If two interviewed candidates are ranked equal by the selection panel, preference will be given to the **Pacific Islander**.

Applicants will be assured of complete confidentiality in line with SPC's Privacy Policy.

Application procedure

Closing Date – 23 March 2021 - 11:45pm Fiji time

Applicants must apply online at <http://careers.spc.int/>

Hard copies of applications will not be accepted.

For your application to be considered, you must provide us with:

- an updated resume
- contact details for three professional referees
- a cover letter detailing your skills, experience and interest in this position
- responses to all screening questions

Please ensure your documents are in Microsoft Word or Adobe PDF format.

Applicants should not attach copies of qualifications or letters of reference. These documents may be requested at a later stage.

For international staff in Fiji, only one foreign national per family can be employed with an entity operating in Fiji at any one given time. The Pacific Community does not support dual spouse employment.

Please ensure that you respond to all the screening questions. If you do not respond to the screening questions, your application will be considered incomplete and will not be reviewed at shortlisting stage.

Screening Questions:

1. What key approaches do you see as being critical for strengthening MEL systems and tools for organisations? Consider approaches for working with different stakeholders from different sectors (MEL practitioners, programme managers, senior managers, science and technical staff, etc).
2. This role involves supporting MEL capacity strengthening for new and existing MEL communities of practice across the region. Please outline strategies you would use for strengthening MEL capability, knowledge and skills, particularly in light of COVID-19 travel restrictions.
3. Briefly describe some key considerations for consciously applying Pacific ways of being, ways of communicating, ways of learning and ways of knowing into regional MEL practice.