

- Noumea-based position
- Attractive expatriate package
- Join the principal development organisation in the region

*The Pacific Community (SPC) invites applications for the position of **Project Adviser – PCCOS (Monitoring, Reporting and Resource Mobilisation)** within its Pacific Community Centre for Ocean Science will be located at its headquarters in Noumea, New Caledonia.*

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 unique organisation works across more than 25 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 role – the Project Adviser – PCCOS will implement the MEL strategy and reporting for PCCOS and assist SPC's member countries to develop evidence-based ocean policies using SPC's PCCOS datasets and products. Lead resource mobilization efforts for PCCOS and other Ocean Decade programs. He/she will contribute to the communication strategy for PCCOS

The key responsibilities of the role include the following:

1. Monitoring, evaluation, learning and reporting

In collaboration with PCCOS Head and Coordinator and SPL MEL team:

- Drive implementation of PCCOS's MEL plan and strategy, ensuring alignment with donor and SPC MEL requirements.
- Develop and manage all performance monitoring activities and systems.
- Conduct regular and ad-hoc data analysis and provide quality assurance over the preparation of donor reports and PCCOS contributions to SPC corporate reports and evaluations.
- Lead internal learning and use of MEL findings, and facilitate opportunities to increase learning across PCCOS and with other SPC divisions and programmes.

2. Programme/project development (UN decade of Ocean Science, COP, IOM)

- Contribute to the development and implementation of an Ocean Science Strategy for the organization.
- Contribute to the development of programmes and projects within the UN decade of the Oceans context.

3. Seek new sources of funding

- Coordinate the preparation of grant proposals and negotiation of contracts for new science and research concepts aligned to PCCOS objectives and using skills, services and tools across SPC's divisions to achieve the best outcomes.
- Research potential donors and partners and submit innovative concepts related to the development of science and research concepts and proposals to appropriate and interested donors.

4. In-country Capacity Development

- Contribute to the development and delivery of capacity-building activities for SPC's member countries to understand and apply ocean science, and implement their National Ocean Policy, and progress toward their Sustainable Development Goals.

5. Knowledge management and communications

- Drive implementation of PCCOS's Knowledge Management and Communications Strategy including ensuring quality and consistent messaging about PCCOS's programme learnings, lessons, outcomes and impacts to external audiences, and ensuring alignment with donor and SPC communications requirements.
- Collaborate on and quality assure PCCOS knowledge products for alignment with donor and SPC requirements

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

Key selection criteria

1. Qualifications

- Post-graduate Degree in relevant field such as international development, project management, evaluation, economics.

2. Technical expertise

- At least 7 years of experience in monitoring and evaluation of international development programme and projects, with good understanding of international best practices in development effectiveness and skilled in wide range of quantitative and qualitative evaluation methods and data analysis.

- Experience in international development, including design and implementation of M&E Frameworks.
- Strategic thinker with well-developed analytical skills and attention to detail, and experienced in strategic planning and consultation processes.
- Experience in project management and coordination.
- Experience in communicating programme learnings to a wide range of audiences through a variety of user-friendly knowledge products.
- Experience in programme communication, visibility and marketing.
- Experience in MEL budget development and execution.
- Skilled user of databases for entering, processing/cleaning and extracting data, including some experience with web-based Monitoring and Reporting systems. Ability to train and motivate divisional staff on M&E systems and use of online reporting tools.

3. Language skills

- Excellent communication and report writing skills in English.

4. Interpersonal skills and cultural awareness

- Good interpersonal skills and ability to work in a multi-cultural environment.
- Knowledge of Pacific Island countries and territories is an advantage.

Salary, terms and conditions

Contract Duration – This vacant position is budgeted until July 2023 and is subject to renewal depending on funding and performance. 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 **Project Adviser - PCCOS** is a band 10 position in SPC's 2021 salary scale, with a starting salary range of SDR (special drawing rights) 3,490-4,267 per month, which converts to approximately XPF 510,921-624,563 (USD 4,852-5,931; EUR 4,282-5,234). An offer of appointment for an initial contract will normally be made in the lower half of this range, with due consideration being given to experience and qualifications. Progression within the salary scale is based on annual performance reviews. SPC salaries are not presently subject to income tax in New Caledonia.

Benefits for international staff employees based in New Caledonia – SPC provides subsidised housing in Noumea. Establishment and repatriation grant, removal expenses, airfares, home leave travel, health and life and disability insurances and education allowances are available for eligible employees and their eligible dependents. Employees are entitled to 25 working days of annual leave per annum and other types of leave, 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 bilinguism, 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 private policy.

Application procedure

Closing date: 6 June 2021 – 11:00 pm (Noumea time).

Job Reference: SH000060

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 with 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.

All positions at SPC have specific screening questions. If you do not respond to all of the screening questions, your application will be considered incomplete and will not be reviewed at shortlisting stage.

Screening questions (maximum of 2.000 characters per question):

1. Describe your experience with international development projects, and what you did to ensure these projects were successful.
2. Provide examples of experience in resource mobilization.
3. Based on your experience, what would be the main difficulties in establishing science-informed ocean management policies in the region's countries.