

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

The Pacific Community (SPC) invites applications for the position of **Monitoring, Evaluation and Learning Officer** within its FAME division 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 **Fisheries, Aquaculture and Marine Ecosystems (FAME) Division** is one of SPC's oldest Divisions and it has been providing scientific and technical expertise to support fisheries management and sustainable development in the Pacific for over 60 years. FAME's goal is that fisheries resources of the Pacific region are sustainably managed for economic growth, food security and environmental conservation. FAME includes the Oceanic Fisheries Programme (OFP) and Coastal Fisheries Programme (CFP). OFP is the region's centre for oceanic fisheries science and information, providing essential data collection, data management and modelling and analysis services to the Pacific. CFP provides science and technical support to PICTs to enhance the management of coastal fisheries, and the sustainable development of aquaculture and nearshore livelihoods across the region. The work of OFP and CFP are supported by the FAME Director's Office, which includes the Information Section, communications, and monitoring, evaluation and learning.

The role – the Monitoring, Evaluation and Learning Officer support the design and implementation of planning, monitoring systems, and evaluation of FAME programmes, projects and regional policies to achieve improved development outcomes. The role will also be supporting FAME Communication Officer in communicating results and enhancing visibility of FAME.

The key responsibilities of the role include the following:

- 1. Support the implementation of ongoing results-focused monitoring systems in consultation with FAME MEL adviser, staff and stakeholders**
 - Support review monitoring requirements across FAME projects and programmes
 - Identify information and system needs and gaps for collecting ongoing monitoring information
 - Support FAME staff and stakeholders as appropriate to design and implement practical, robust and sustainable monitoring systems. Along with FAME projects this also includes ongoing monitoring required for the annual Coastal Fishery Report Card (the reporting mechanism for A New Song for Coastal Fisheries Strategy)
- 2. Support ongoing monitoring and reporting responsibilities for work plans and projects in line with Division-wide MEL systems**
 - Coordinate input of monitoring data for FAME work plans and projects and ensure these are entered into FAME monitoring systems
 - Manage data extractions for reporting on monitoring data for work plan and project inputs and outputs
- 3. Support staff in communicating results to stakeholders and enhancing visibility of FAME**
 - Assist FAME Communication Officer to utilise information generated through monitoring, evaluation and learning processes to communicate results to stakeholders
 - Support communication officer in managing, tracking and recording of all FAME social media campaigns
 - Support FAME staff in providing analytical reports from FAME's digital platforms

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

Key selection criteria

1. Qualifications

- Bachelor's degree or equivalent in international development management, monitoring and evaluation, communication, fisheries, natural resource management, or a related field

2. Technical expertise

- At least 2 years' work experience in international development, supporting MEL experts in monitoring and evaluation of donor/grant funded programs, including the development and implementation of M&E frameworks and utilising a wide range of quantitative and qualitative research methods
- Some understanding and experience in the aid and international development sector in the Pacific

- Experience working in Pacific Islands countries and/or territories, with a good working knowledge of the Pacific region
- Ability to produce written reports, and achieve planned objectives within tight deadlines

3. Language skills

Excellent engagement, facilitation and communication skills (oral and written) in English

4. Interpersonal skills and cultural awareness

- Demonstrated capacity to work with people from different technical skills and cultural backgrounds
- Ability to work in a multi-cultural and gender-sensitive environment
- Knowledge of Pacific Island countries and territories is an advantage

Salary, terms and conditions

Contract Duration – This vacant position is budgeted for 3 years and is subject to renewal depending on performance and funding.

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 Officer** is a Band 8 position in SPC's 2021 salary scale, with a starting salary range of SDR (special drawing rights) 2,850-3,467 per month, which converts to approximately XPF 417,231-507,450 (USD 3,962-4,819; EUR 3,496-4,252). An offer of appointment for an initial contract will be made in the lower half of this range, with due consideration being given to experience and qualifications. Progression within the salary scale will be 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 faire, 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: 11 July 2021 – 11:00 pm Noumea Time.

Job Reference: SH000071

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. Provide a recent example and processes you went through to design and implement survey on training participants ?
2. Provide a recent example of how you facilitate a stakeholder workshop to share findings from survey ?
3. Provide a recent example of how you disseminate a survey results to broader audience ? What tools and approaches did you use ?