

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

*The Pacific Community (SPC) invites applications for the position of **Gender Equality & Social Inclusion (GESI) - Gender Assessment and Action Plan (GAAP) Officer** within its Climate Change and Environmental Sustainability Programme. This position 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 27 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 **Climate Change and Environmental Sustainability Programme (CCES)** was established to enable SPC to strengthen and streamline its actions on climate change by bringing together work already undertaken by the organisation under a coherent strategic and technical leadership. In addition, it leads the actions of SPC on climate change and environmental sustainability, works with the Organisation's regional and international partners and promotes the integration of these issues into all development activities conducted by the Organisation's divisions.

**The role** – the **GESI - GAAP Officer** will provide technical advice, assistance, and capacity building under the CC flagship programme with a focus on mainstreaming gender and social inclusion into SPC's technical divisions, and conducting Gender Assessment and Action plan development during project design.

**The key responsibilities of the role include the following:**

### **Provide technical assistance and support on GESI and conducting GAAP**

- Provide technical advice and assistance to SPC's divisional programmes, projects, and services to mainstream gender and social inclusion within project activities, following SER policy.
- Support climate change project design phases through the development of GAAP, as part of SPC social safeguards and strategy for mainstreaming gender within all SPC activities and programmes.
- Support divisions MEL officer in the mainstreaming of GESI within divisions activities and divisional business plan.
- Support the project risks screening and identification related to gender aspects, following the SPC SER policy.
- Provide project proponents with adequate GESI risk assessment information.
- Conduct research, legal and policy analysis on key and emerging regional gender, and social inclusion issues in line with PICTs' priorities.
- Support integrated programming and mainstreaming of GESI responsive actions across SPC.

### **GESI capacities and skills development**

- Identify needs for development of capacities and skills for SPC divisions.
- Develop and deliver capacity building on GESI and human rights through multiple modalities for SPC staff and additionally for national governments and stakeholders.
- Contribute to the development of capacity building tools and material in alignment with SPC learning management system.
- Contribute to monitoring and evaluation of capacity building initiatives.
- Continuous review and adaptation of capacity building and skills development materials inform learning.

### **Stakeholder engagement, networking, and coordination**

- Support stakeholder engagement, networking, and coordination to advance divisional objectives for gender mainstreaming.
- Support SER mainstreaming particularly on GESI thematic through the capacity building effort.
- Engage in working groups, task forces and other technical committees for the adequate implementation of GESI through SPC projects.
- Represent SPC at national, regional, and international forums as delegated by the SER Senior Advisor.

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

## Key selection criteria

### **Qualifications**

- A bachelor degree in gender and social science, or other relevant social science training from a recognized university.

### **Technical expertise**

- At least 5 years of development experience working in the field of human rights, gender equality and social inclusion, and/or youth development with at least 5 years of working in Pacific.
- Experience in mainstreaming human rights-based, gender, social inclusion in development programming.
- Programming, developing, delivering, and reporting against work plans.
- Experience developing capacity building resources and delivering sessions for diverse government and non-government audiences.
- Ability to translate text-heavy documents or information into user-friendly materials for a wide range of audiences

#### Language skills

- Excellent written and oral communication skills in English, with strong writing ability at a donor project reporting level.

#### Interpersonal skills and cultural awareness

- Proven ability to work independently and as part of a team in a fast-paced and multicultural environment.
- Strong interpersonal skills and an ability to work with a wide range of individuals.

## Salary, terms and conditions

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**Contract Duration** – This vacant position is budgeted until 31 March 2026 and is subject to renewal depending on funding and performance.

**Remuneration** – the **GESI - GAAP Officer** is a band 8 position in SPC's 2023 salary scale, with a starting salary range of SDR (special drawing rights) 2,912-3,544 per month, which converts to approximately XPF 441,094-536,787 (USD 3,902-4,748; EUR 3,696-4,498). 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

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**Closing date:** 11 June 2023 – 11:00 pm (Noumea time)

**Job Reference:** CR000002

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

Your application will be considered incomplete and will not be reviewed at shortlisting stage if all the above documents are not provided.

Applicants should not attach copies of qualifications or letters of reference. Please ensure your documents are in Microsoft Word or Adobe PDF format.

SPC does not charge a fee to consider your application and will never ask for your banking or financial information during the recruitment process.

#### Screening questions (maximum of 2.000 characters per question):

1. What are the key considerations to successfully mainstreaming gender and social inclusion?
2. In your opinion, why do institutions choose to mainstream Gender Equality and Social Inclusion their activities?
3. In your understanding, can you suggest how SPC enhance Gender Equality and Social Inclusion integration into its activities?