

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

*The Pacific Community (SPC) invites applications for the position of **Regional Director, Micronesia** within its Micronesia Regional Office (MRO) located at its regional office in Pohnpei, Micronesia*

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 **Micronesia Regional Office (MRO)** situated in Kolonia, Pohnpei, Federated States of Micronesia (FSM), is the main hub for SPC's projects and partnerships with the Micronesian members of the Federated States of Micronesia, the Republic of the Marshall Islands (RMI), the Republic of Palau, and the United States territories of the Northern Mariana Islands (CNMI), and Guam. The MRO opened in January 2006.

The role – the Regional Director, Micronesia will be responsible for the leadership of SPC's Micronesia Regional Office in Pohnpei, Federated States of Micronesia.

The key responsibilities of the role include the following:

Leadership and management of the MRO

- Manage and supervise staff to achieve objectives and create an environment that promotes high performance, collaboration, staff development and succession planning.
- Ensure budget for MRO and projects directly reporting to MRO are effectively managed and resources are allocated appropriately.

Strategic stakeholder engagement and relationship management

- Maintain strategic and effective relationships with Micronesian members.
- Ensure Micronesian events are effectively and efficiently organized and/or supported by the MRO.
- Ensure systems and tools are in place to enable streamlined response to Micronesian member requests, systematic implementation, monitoring and reporting.

Facilitate SPC service delivery to the Micronesia region

- Sustain sound approaches for service delivery to Micronesian members.
- Encourage and facilitate development and application of a country programming model for Micronesian members.
- Maintain effective collaboration with other Regional Directors to consolidate lessons and learning to inform service delivery approaches for Micronesian region.

Mobilise resources and innovative opportunities

- Ensure funding and innovative opportunities are explored, pursued and implemented in partnership with Divisions, Flagships, Resource Mobilisation Unit, and SPL.

Advice and strategic guidance to Executive and Senior Leadership Team

- Provide advice for the Executive to be able to make informed decisions for MRO.
- Share timely and relevant information with the Senior Leadership Team regarding progress on the MRO work, partnership opportunities and other relevant info to advance SPC's strategic goals and objectives.
- Ensure programme and project concepts, designs and proposals align with the needs and priorities of Micronesian members.

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

Key selection criteria

Qualifications

- Postgraduate degree in business, law, development, public administration, or an equivalent discipline.

Technical expertise

- At least 10 years' experience in programme management, or international development, with a proven record in strategic thinking and policy analysis
- Leadership and management skills, including demonstrated general management, people management and financial management skills.

- Excellent communication and negotiation skills.
- Familiarity with donor agencies and their requirements, and demonstrated resource mobilisation skills.
- Good knowledge of the socio-economic and socio-political situation in the Micronesian countries and territories.

Language skills

- Fluency in English.

Interpersonal skills and cultural awareness

- Ability to lead a team 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 funding and performance.

Remuneration – the **Regional Director, Micronesia** is a Band 14 position in SPC's 2023 salary scale, with a starting salary range of 5,823–7,212 SDR (special drawing rights) per month, which currently converts to approximately USD 7,802–9,665. 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. Remuneration of expatriate SPC staff members is not subject to income tax in Federated States of Micronesia; Federated States of Micronesia Nationals employed by SPC in Pohnpei will be subject to income tax.

Benefits for international staff employees based in Pohnpei – SPC provides a housing allowance of USD 1,000–2,000. Establishment and relocation grant, removal expenses, airfares, home leave, medical and life insurance, and education allowance are available for eligible employees and their recognised dependents. Employees are entitled to 25 days of annual 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: 2 July 2023 – 11:00 pm (Noumea time)

Job Reference: CR000018

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. A minimum of ten (10) years of responsible experience in the Pacific (ideally in Micronesia) in development work and in programme management, including in representation roles in international meetings, is required. Please explain how you meet this criterion using examples.
2. Could you please tell us about your experience in leadership and management of multidisciplinary team, overseeing the development and implementation of annual work plans and budgets.
3. What are the key development challenges for Micronesia and how do you see the office responding to these challenges?