



Pacific  
Community  
Communauté  
du Pacifique

- **Noumea, New Caledonia or Suva, Fiji based position**
- **Attractive expatriate package**
- **Join the principal development organisation in the region**

The Pacific Community (SPC) invites applications for the position of **International Partnerships Manager** within its Partnerships, Integration and Resource Mobilisation Office (PIRMO). This position will be located at 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 27 country and territory members. In pursuit of sustainable development to benefit Pacific people, our organisation works across more than 25 sectors. We are known for our knowledge and innovation in such areas as fisheries science, public health, geoscience, and conservation of plant genetic resources for food and agriculture.

The **Partnerships, Integration and Resource Mobilisation Office (PIRMO)** is a new function at SPC with the Director appointed just over a year ago. IRMO leads SPC's strategic partnerships, drives business development in support of SPC's Strategic Plan 2022-2031, and contributes to SPC's development effectiveness by championing an integrated approach to the way we work.

The role – **International Partnerships Manager** will maintain and enhance strategic external stakeholder relationships with SPC's partners, as well as maintain high quality internal stakeholder relationships including with the Senior Leadership Team and regional liaison leads, to help shape the future direction of SPC. The role will also provide oversight of, and manage the delivery of, the contractual commitments outlined in the funding agreements with all five metropolitan country members, particularly Australia, New Zealand and France which all have formal, multi-year partnership agreements with SPC, as well as other strategic partners including IFI's and international NGO's.

The key responsibilities of the role include:

### Resource Mobilisation

- Onboard, align and integrate Cornerstone funding partnerships successfully into SPC's four flagship programs for Climate Change, Gender, Oceans and Food Systems.
- Proactively lead and well co-ordinate the development of opportunities with funders across SPC.
- Define and visualize the view of SPC's partnership architecture, outlining opportunities for enhancement and expansion.
- Create internal and external relationships in place to lead engaging and innovative conversations in the delivery of contractual requirements, strategic positioning of SPC regarding its Strategic Goals and Key Focus Areas and partnership negotiations.
- Support the streamlining, monitoring and management of partner relationships and contractual commitments with well scoped technology solutions.

### Communication, Strategy and Policy

- Manage an expanded and diversified portfolio of funding partners that support the realization of the long-term Key Focus Areas set out in the SPC Strategic Plan 2022-31.
- Maintain and broaden SPC's network of existing funding partners through positive interactions and targeted communication campaigns.
- Establish SPC's internal "hub and spoke" model for managing partnerships internally.
- Promote SPC's rich history of delivering value to the Pacific to leverage increased levels of funding.

### Integration and Engagement

- Develop and co-ordinate member country engagement ensuring it is coherent, mapped and accessible, and a collaborative approach undertaken to assessing member country needs.
- Prioritize tasks and activities using the SPC Strategic Plan 2023-2031 and the Resource Mobilisation Strategy 2023-25 goals as key focus areas.
- Identify opportunities for synergies and new initiatives.

### Leadership

- Drive and optimize relationships through a strong network of personal contacts.
- Ensure direct reports are in place and delivering value across the organization.
- Be a trusted source of partnerships management knowledge for the Director, the SPC Executive and Senior Leadership Team.
- Develop and maintain strategic working relationships with key internal and external stakeholders.
- Create and nurture a positive team environment, promoting a culture of performance, innovation, creativity and mutual respect.

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

## Key selection criteria

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### Qualifications

- University post-graduate degree in any of political or social sciences, business management, economics, law, international relations, communication, marketing, or a related field, is required or the equivalent professional experience.

### Technical expertise

- At least 15 years of progressively responsible and relevant professional experience and partnership management responsibilities including securing ongoing funding.
- At least 3 years of experience in a leadership role, managing teams and driving results.
- A proven (multi-year) track record of significant success in account management or partner management and demonstrated ability to deliver added value to accounts/partnerships.
- Experience in managing long-term or multidisciplinary partnerships in an international development, government, or academic context.
- Superior analytical and quantitative skills.
- Ability to assess and match funding partner interests to organizational values and stakeholder impact.

### Language skills

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

### Interpersonal skills and cultural awareness

- Ability to work in a multicultural, inclusive and equitable environment.

## Salary, terms and conditions

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**Contract Duration – 3 years** – subject to renewal depending on funding and performance.

**Remuneration** – The **International Partnerships Manager** is a band 13 position in SPC's 2024 salary scale.

For a Noumea based position – a starting salary range of 5,438–6,701 SDR (special drawing rights) per month, which currently converts to approximately XPF 804,323–991,168 (USD 7,232–8,912; EUR 6,740–8,306). SPC salaries are not presently subject to income tax in New Caledonia.

For a Suva based position – a starting salary range of 4,087–5,109 SDR (special drawing rights) per month, which currently converts to approximately FJD 12,179–15,224 (USD 5,436–6,795; EUR 5,066–6,333). 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.

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.

**Benefits for international staff employees** – SPC provides a housing allowance (or 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 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

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**Closing Date: 12 May 2024 at 11:59pm (Fiji time)**

**Job Reference: JM000637**

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.

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. SPC may assist on a case-by-case basis with submissions to Fiji Ministry of Foreign Affairs for their consideration and final approval. SPC cannot and does not make any guarantee whatsoever of approval for such applications to Fiji Ministry of Foreign Affairs and where an application is approved, the spouse or partner will be subject to such terms and conditions as may be set from time to time by the Ministry.

**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 your thoughts on the role of partnerships in achieving one of SPC's strategic goals or strategic key focus areas?
2. Relationship-building, problem-solving, data analysis, negotiation, project management and communication are core skills required for this role – of these skills which is your strength and how have you used these skills to achieve a targeted result?
3. Identify a challenge faced by the Pacific region and describe the role of partnerships in relation to that challenge.