



Pacific
Community
Communauté
du Pacifique

- **Suva-based position (Fiji)**
- **Attractive expatriate package**
- **Join the principal development organisation in the Pacific region**

The Pacific Community (SPC) invites applications for the position of **Technical Advisor - Resilient Coastal Fisheries and Aquaculture in Nauru Project (RCFA Project)** within its Fisheries, Aquaculture and Marine Ecosystems Division. This position will be located 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 **Fisheries, Aquaculture and Marine Ecosystems (FAME) Division** includes the Oceanic Fisheries Programme (OFF) and Coastal Fisheries and Aquaculture Programme (CFAP). CFAP's goal is to ensure that inshore fisheries, nearshore fisheries and aquaculture in Pacific Island countries and territories are managed and developed sustainably. The programme assists governments and administrations to develop scientifically informed and socially achievable coastal fisheries management policies and procedures (national and community-based). It provides support for sustainable aquaculture, including planning, research and development, aquatic biosecurity, and trade, for Pacific Island governments, the private sector, and other stakeholders. It assists in developing sustainable nearshore fisheries in Pacific Island countries and territories to provide for food security, sustainable livelihoods, economic growth and assist climate change adaptation.

The role – the **Technical Advisor (RCFA Project)** will sit within the Project Management Unit (PMU) and will be responsible for providing high-quality technical advice and project management across the RCFA Nauru project.

The key responsibilities of the role include:

Project management and supervision

- Manage the implementation of project activities coordinated by SPC in relation to the project.
- Work closely with the in-country Project Coordinator to ensure effective management of project timelines and finances.
- Manage SPC project budget and deliverables, ensuring that project outputs are maximized, and impacts are monitored in accordance with the relevant schedules.
- Lead the preparation of financial and narrative reports to donors and clients in a timely manner, including incorporating relevant information from the National Project Management Unit.
- Contracting and supervision of consultants and service providers to conduct project activities effectively and efficiently.
- Prepare and maintain the project's country-level implementation plan inclusive of budget on an annual basis.

Aquaculture and coastal fisheries advice and support

- Assess the needs of local stakeholders from a technical perspective and providing expert advice on implementation and feasibility.
- Provide technical advice to National Project Management Unit (NPMU) related to aquaculture and coastal fisheries services in relation to Nauru's requirements and the project scope.
- Coordinate and prepare technical documents, briefs, and strategic papers for the National Project Steering Committee (NPSC) and other relevant stakeholders to inform and advise on project progress and needs.
- Ensure that technical best practices are incorporated into project implementation and service delivery and monitor the effectiveness of such practices.

Ensuring quality stakeholder engagement for in-country activities

- Maintaining close liaison and coordination with regional, and national entities to ensure effective implementation of project activities.
- Support the in-country Project Coordinator to convene the NPSC and national events for the project as relevant.
- Prepare relevant documents in support of the project at NPSC.
- Develop, support and resource national project coordination activities with the Project Coordinator (incl. stakeholder and community consultations).
- Maintain a close collaboration with other related SPC FAME programmes to ensure incorporation of lessons learned.
- Lead monthly communication and coordination meetings with the national PMU.

Develop and support in-country capacity building

- Lead or coordinate in-country technical training needs assessments.
- Recruit and lead consultants in the development of training materials related to aquaculture and coastal fisheries.
- Prepare briefs and presentations for meetings, and workshops on project activities and outputs.
- Lead training in country with relevant stakeholders both at the government and the community level.
- Lead assessment of relevant policies, regulations and frameworks or procedures and provide technical recommendations to enhance these.
- Recruit and lead consultants to update relevant policies, regulations and frameworks or procedures.

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

Key selection criteria

Qualifications

- Master's degree in aquaculture and/or fisheries development.

Technical expertise

- At least 10 years practical experience in aquaculture or coastal fisheries development.
- At least 4 years demonstrated experience in project management.
- Demonstrated experience in managing multi-disciplinary teams.
- Experience in developing and tracking budgets, and in financial management
- Experience with working with communities and governments in developing countries.
- Experience with interacting with and presenting information to government departments and communities.
- Experience in writing reports, reporting against project work plans and managing expenditure.

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

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

Remuneration – The **Technical Advisor (RCFA Project)** is a band 12 position in SPC's 2024 salary scale, with a starting salary range of 3,565–4,456 SDR (special drawing rights) per month, which currently converts to approximately FJD 10,623–13,279 (USD 4,741–5,927; EUR 4,419–5,524). 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. 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.

Benefits for international employees based in Fiji – SPC provides a housing allowance of FJD 1,350–3,000 per month. 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

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

Job Reference: JM000642

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. Please provide examples of large donor-funded projects you have managed. Highlight what challenges you have faced in project management, and what you did to overcome these challenges.
2. Describe some of your experiences of innovation and the development of technical skills, and their uptake-adoption by aquaculture enterprises. What aquaculture species are you technically most proficient in breeding and rearing?
3. Explain what approaches you take towards cultural understanding and sensitivity when advising and supporting aquaculture work in small island developing states, such as Nauru?