



Pacific
Community
Communauté
du Pacifique

JOB DESCRIPTION

Job Title:	Project Manager (Tuna - CC Warning System)
Division / Programme:	Oceanic Fisheries Programme, FAME
Location:	Noumea
Reporting to:	Principal Fisheries Scientist (FEMA)
Number of Direct Reports:	1 to 2 administrative assistants
Purpose of Role:	The purpose of the job is to undertake a programme of work that supports the development and application of fisheries science to tuna fisheries in the western and central Pacific Ocean. The role will have a strong focus on projecting the impact of climate change on tuna populations over seasonal, decadal and longer timeframes to assist the development of advanced warning systems and to evaluate adaptation options that mitigate adverse climate impacts on fisheries.
Date:	November 2022

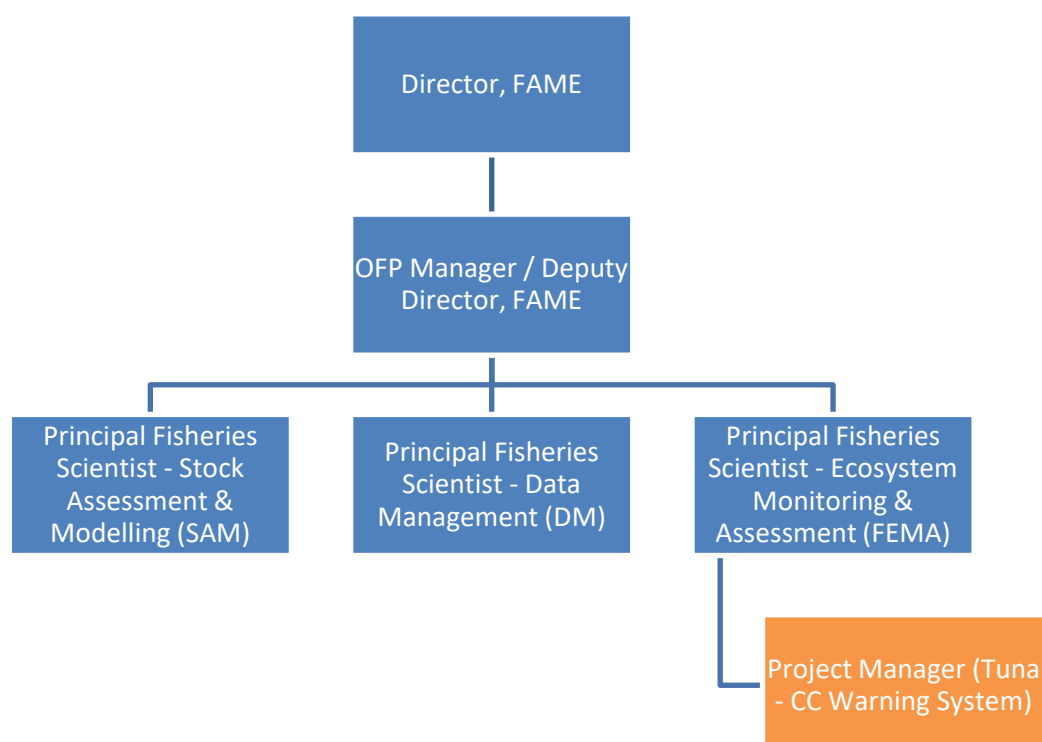
Organisation Context:

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 includes the Oceanic Fisheries Programme (OFP) and Coastal Fisheries Programme (CFP). The goal of the OFP is to ensure fisheries that exploit the region's resources of tuna, billfish and related species are managed for economic and ecological sustainability using the best available scientific information. In pursuing this goal, the OFP provides scientific support for the management of fisheries for tuna and associated species, with a strong focus on stock assessment and modelling, fisheries and ecosystem monitoring and analysis and data management. The OFP works closely with member countries and territories, the Western and Central Pacific Fisheries Commission, the Forum Fisheries Agency, the Parties to the Nauru Agreement and other regional and sub-regional entities.

The **Fisheries & Ecosystem Monitoring & Analysis** (FEMA) Section of the OFP undertakes a broad range of tuna fisheries and tuna ecosystem monitoring and analysis work. This work is supported by data collection and monitoring from the fisheries and the oceanic tuna ecosystem and the development of ecosystem and tuna models. Climate impacts on tuna fisheries in the Pacific are projected to be significant in the coming years and preparing the region for these impacts is a major priority for SPC and the regional and national fisheries administrations. An advanced warning system (AWS) has been proposed as an important tool to help fisheries administration plan, adapt and mitigate against adverse climate impacts. The FEMA team currently is integrating its ecosystem modelling, analysis and monitoring capabilities to build the foundations of this AWS. The position of Project Manager (Tuna -

CC Warning System) will provide science and project leadership for the AWS and the strategic science assets that are needed to support it.



Key Result Areas:

The position of **Project Manager (Tuna - CC Warning System)** encompasses the following major functions or Key Result Areas:

- Project management and administration (20%)
- Design of Integrated Programmes of work (30%)
- Technical Advice (20%)
- Strategic Science Assets (20%)
- Communications (10%)

The requirements in the above Key Result Areas are broadly identified overleaf.

<i>Jobholder is accountable for</i>	<i>Jobholder is successful when</i>
1. Project management and administration <ul style="list-style-type: none"> • Coordinates consultants and internal SPC staff allocated to assist with preparing the Tuna-AWS. • Coordinates the disbursement of the financial resources that support the development of the Tuna-AWS. • Oversees and/or takes the lead on donor reporting, with assistance from the FAME MEL team to meet donor requirements and timelines for the Tuna-AWS. 	<ul style="list-style-type: none"> • Activities are implemented according to work plans and budgets and key indicators are achieved in a way consistent with SPC and donor policies • Inputs to broader CC projects and workplans are provided in a timely fashion. • Project reporting proceeds to schedule
2 Design of Integrated Programmes of work <ul style="list-style-type: none"> • Integrates SPC member country needs, as appropriate. • Coordinates discussions with FFA, PNA Office and any other relevant sub-regional groups on the respective work of the Tuna-AWS project. • Oversees science quality standards for the Tuna-AWS 	<ul style="list-style-type: none"> • Tuna-AWS integrates the best available science on the response of tuna to climate change scenarios • Tuna-AWS work program is endorsed by Heads of Fisheries • Tuna-AWS supports the outcomes of the SPC strategic plan 2022-2031
3 Technical Advice <ul style="list-style-type: none"> • Participates in one or more of the technical work areas of the Tuna-AWS preparation, according to skills and experience 	<ul style="list-style-type: none"> • Contributes technical expertise to the Tuna-AWS development.

<i>Jobholder is accountable for</i>	<i>Jobholder is successful when</i>
<ul style="list-style-type: none"> • Designs additional studies to fill gaps in the knowledge base needed for preparing the Tuna-AWS • Provides advice to the FAME and SPC on technical gaps and uncertainties in the preparation of the Tuna-AWS 	<ul style="list-style-type: none"> • National administrations and regional agencies are fully aware of the Tuna-AWS capabilities
4 Strategic Science Assets <ul style="list-style-type: none"> • Develop and support resource mobilisation initiatives and opportunities for SPC strategic science assets. 	<ul style="list-style-type: none"> • Pacific Research Vessel Commissioned • Pacific Marine Specimen Bank infrastructure meets needs.
5 Communications <ul style="list-style-type: none"> • Oversees the communication of the Tuna-AWS internally across SPC and externally to clients, the scientific community and the general public. • Contributes and coordinates Tuna-AWS inputs to Divisional and Corporate publications, such as the Fisheries Newsletter, SPC results reports, divisional reports for CRGA and Pacific Plan reports • Promotes the Tuna-AWS to raise the profile of oceanic fisheries vulnerabilities to climate change. 	<ul style="list-style-type: none"> • Information on the work of the Tuna-AWS is disseminated via the website, scientific publications, media publications, presentations and other appropriate communication pathways. • Inputs to Divisional and Corporate publications are provided in a timely fashion.

Note

The above performance standards are provided as a guide only. The precise performance measures for this position will need further discussion between the jobholder and manager as part of the performance development process.

This section may be copied directly into the Performance Development forms (Part 1 – Expected Results).

Work Complexity:

Most challenging duties typically undertaken:

- Managing the diverse work programme of the Tuna-AWS
- Coordinating a highly-skilled team of scientists, communication specialists, MEL experts and fisheries and climate advisers.
- Developing relationships and collaborating with key stakeholders.
- Provision of concise and authoritative on-the-spot advice to members and national, sub-regional and regional meetings.

Functional Relationship Skills:

Key Internal/External Contacts	Nature of the contact most typical
INTERNAL: <ul style="list-style-type: none"> • FAME Director • FAME Director's Office • FAME Oceanic Fisheries Programme • FAME Coastal Fisheries & Aquaculture Programme • SPC Climate Change and Environmental Sustainability • SPC Geosciences, Energy, and Maritime Division • SPC Public Health Division • SPC Statistics for Development Division 	<ul style="list-style-type: none"> – Project management – MERL reporting – Giving/receiving information – Explaining concepts – Advising, liaising, and gaining co-operation – Facilitating, negotiating, and workplans – Developing collaborative opportunities

<ul style="list-style-type: none"> • SPC Director of Integration and Resource Mobilisation • SPC PCCOS • SPC Executive 	
EXTERNAL : <ul style="list-style-type: none"> • Research Organisations and Universities (e.g. IRD, CSIRO, UNSW, IATTC, IFREMER, UNC, USP, NIWA, NOAA) • International Climate Change institutions • Green Climate Fund (GCF) & Accredited Agencies • WCPFC • IATTC • Officers from other regional institutions (FFA, PNAO, PIFs, SPREP, FAO) • Senior Officials (SPC Members) • NGOs • Specialist Technical Consultants • Industry representatives 	<ul style="list-style-type: none"> – Contracting and project management – Provision of advice on sources, content and quality of fishery and related information relevant to the Tuna-AWS – Dissemination of information – Explaining concepts to executive audiences – Liaising, and gaining co-operation for collaborative opportunities – Facilitating, negotiating, and developing joint workplans

Level of Delegation:

The position holder:

- The implementation of project activities with a budget of Euro 16.000.000
- Resource mobilisation for science research assets estimated at Euro 20 000 000
- Budget sign off authority without requiring approval from direct supervisor: 2000 EUR.

Person Specification:

This section is designed to capture the expertise required for the role at the 100% fully effective level. (This does not necessarily reflect what the current jobholder has.) This may be a combination of knowledge / experience, qualifications or equivalent level of learning through experience or key skills, attributes or job specific competencies.

Qualifications

Essential:	Desirable:
<ul style="list-style-type: none"> • Postgraduate degree in natural resource management, fisheries science or a related field. 	Formal qualifications in project management.

Knowledge / Experience

Essential:	Desirable:
<ul style="list-style-type: none"> • A minimum of 10 years of proven expertise in the design of large-scale investments in fisheries and design of reporting and evaluation criteria. • Demonstrated technical report writing skills necessary to prepare technical reports and papers which include a range of fisheries and socio-economic data summaries. • A sound knowledge of national and regional fisheries policy in the Pacific. • Well developed technical and executive communication skills of a high order required to interact with Government Ministers and senior officials from member countries and non-member 	<ul style="list-style-type: none"> • Extensive relevant practical experience at the required level in international tuna fisheries, with preference for experience in the Western and Central Pacific Ocean. • Experience in designing project monitoring systems for fisheries.

<p>countries involved in tuna fisheries of the Western and Central Pacific Ocean.</p> <ul style="list-style-type: none"> • Understanding the concepts and methods used in developing adaptation and mitigation measures to minimise the impacts of climate change on fisheries. • Demonstrated ability to manage a medium-sized technical programme and coordinate professional and technical specialists. 	
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Key Skills /Attributes / Job Specific Competencies

The following levels would typically be expected for the 100% fully effective level:

Expert level	<ul style="list-style-type: none"> • Organizational skills • Oral and written Communication skills in English • Practical thinking • Detailed Orientated • High-level interpersonal skills (internal and external)
Advanced level	<ul style="list-style-type: none"> • WCPO Tuna Fisheries • Fisheries and Pacific Household Statistics • A flexible approach and a willingness to assist with a variety of tasks, as required. • Tuna Fishing Industry
Working Knowledge	<ul style="list-style-type: none"> • Fisheries science methods • Tuna biology and ecology
Awareness	<ul style="list-style-type: none"> • Good understanding of tuna fisheries in the Western and Central Pacific region • Fisheries management principals • SPC policies relating to recruitment, gender, harassment, and others

Key Behaviours

*All employees are measured against the following **Key Behaviours** as part of Performance Development:*

- Change and Innovation
- Interpersonal Skills
- Teamwork
- Promotion of Equity and Equality
- Judgement
- Building Individual Capacity
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Personal Attributes

- Highly motivated with strong interest in their work
- Effective communicator
- Patience and ability to keep focused on the job
- Thorough and conscientious
- Resilient
- High level of professional integrity and ethics

Change to Job Description:

From time to time it may be necessary to consider changes in the job description in response to the changing nature of our work environment – including technological requirements or statutory changes. Such change may be initiated as necessary by the Director Corporate Services. This Job Description may be reviewed as part of the preparation for performance planning for the annual performance cycle.