



Pacific
Community
Communauté
du Pacifique

JOB DESCRIPTION

Job Title:	COMMUNITY-BASED FISHERIES MANAGEMENT OFFICER
Division/Programme and Section/Project (if any):	Fisheries, Aquaculture & Marine Ecosystems Division (FAME) / Coastal Fisheries & Aquaculture Programme (CFAP) / Coastal Fisheries Management and Livelihoods Section
Location:	Noumea, New Caledonia
Reporting to:	Community-Based Fisheries Adviser
Number of Direct Reports:	Nil
Purpose of Role:	The purpose of this role is to provide support and advice to governments, communities, civil society organisations and other non-state actors and the private sector in planning and implementing the scaling-up of community-based fisheries management.
Date:	April 2023

Organizational Context and Organization Chart

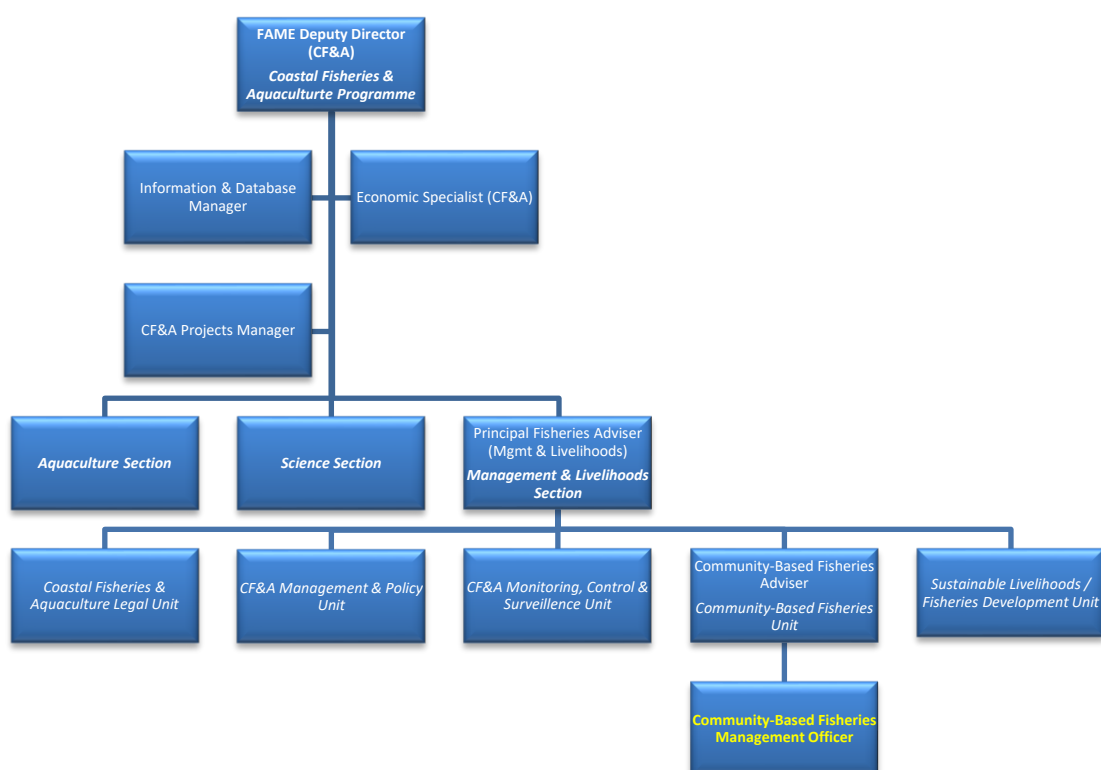
The Pacific Community (SPC) is the principal scientific and technical organisation in the Pacific region, proudly supporting development since 1947. We are an international development organisation owned and governed by our 27 country and territory members. We work for the well-being of Pacific people through the effective and innovative application of science and knowledge, guided by a deep understanding of Pacific Island contexts and cultures (<https://www.spc.int/>).

The SPC **Division of Fisheries, Aquaculture and Marine Ecosystems (FAME)** has been providing scientific and technical expertise to support fisheries management and sustainable development in the Pacific for over 60 years. The goal of the Division is that the fisheries resources of the Pacific region are sustainably managed for economic growth, food security and environmental conservation. In pursuit of this goal, SPC FAME provides scientific and management advice to Pacific Island Countries and Territories (PICTs) and regional agencies to support the sustainable management of oceanic, coastal fisheries and aquaculture resources. Despite the challenges in the management of the region's marine resources, there are also opportunities to derive greater economic and social benefits from them. The development of aquaculture in the region, along with alternative livelihoods, hold significant potential. SPC FAME provides technical assistance to support PICTs to maximise these sustainable development opportunities in the marine and aquaculture sectors.

SPC FAME is composed of three components: the Coastal Fisheries and Aquaculture Programme (CFAP); the Oceanic Fisheries Programme (OFP); and the Directors Office (DO). The SPC FAME CFAP provides science and technical support to PICT governments and administrations to enhance the management of coastal fisheries, and the sustainable development of aquaculture and nearshore livelihoods. CFAP assists PICTs to develop scientifically informed and socially achievable coastal fisheries management

policies and procedures. CFAP provides PICTs support for sustainable aquaculture, including planning, research and development, aquatic biosecurity and trade, for governments, the private sector and other stakeholders. CFAP assists in developing sustainable nearshore fisheries to provide for food security, sustainable livelihoods, economic growth, assist with climate change adaptation, and address new and evolving challenges to coastal fisheries and aquaculture in the region.

The **Community-Based Fisheries Management Officer** is a key position in the SPC FAME CFAP, to support and advise governments, communities, civil society organisations (CSOs) and other non-state actors (NSAs) and the private sector in planning and implementing the scaling-up of community-based fisheries management, in support of the [New Song for Coastal Fisheries](#) and the [CBFM Framework for Action](#). The position has a key role under the Pacific-European Union Marine Partnership (PEUMP) programme.



Key Result Areas (KRAs):

- KRA#1: Develop and support scaling-up of community-based fisheries management (CBFM) for rollout at scale in the region.
- KRA#2: Provide input and support to national and sub-national coastal fisheries community-based management planning, policies and strategies.
- KRA#3: Provide practical assistance to members in the designing and targeting of appropriate awareness raising and educational information.
- KRA#4: Provide input and support to members and programme partners in delivering the intent of CBFM in alignment with the *New Song for Coastal Fisheries* and the *CBFM Framework for Action* at national and subnational levels including inter-agency networking and cross-sectoral collaboration.
- KRA#5: Section administration and communication.

The performance requirements of the Key Result Areas are broadly described below

<i>Jobholder is accountable for</i>	<i>Jobholder is successful when</i>
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<p>KRA#1: Develop and support scaling-up of community-based fisheries management (CBFM) for rollout at scale in the region (30%):</p> <ul style="list-style-type: none"> • Provides advice and guidance at the national and sub-national level on the implementation of community-based fisheries management aligning to the CBFM Framework for Action, including ecosystem approach to fisheries considerations. • Lead with the designing and implementing of national and sub-national stakeholder workshops. • Supervises attachment trainees who are developing community-based management programmes, manuals, strategies, and plans. • Promotes scaling-up of community-based fisheries management approaches and standardise where possible. • Work with CSOs and other NSAs and others working on community-based fisheries to achieve alignment to the CBFM Framework for Action. • Ensures that there is full participation of all stakeholders in the community-based approach. • Lead the development and roll-out of CBFM scaling-up training and workshops in the region. • Lead the promotion of CBFM at regional technical meetings. • Assist the CBF Adviser in organising the annual Community-Based Fisheries Dialogue (CBFD). 	<ul style="list-style-type: none"> • Community-based management is implemented in line with the annual work plan and the CBFM Framework for Action. • Stakeholder workshops are conducted in line with the annual work plan. • Attachment trainees are supervised, and national and sub-national approaches are developed for the establishment of community-based fisheries management programmes. • Coordination, collaboration and implementation on community-based fisheries management are achieved with several CSOs and other NSAs. • All relevant stakeholders are included and have ownership of the community-based fisheries management process at various levels.
<p>KRA#2: Provide input and support to national and sub-national coastal fisheries community-based management planning, policies and strategies (20%):</p> <ul style="list-style-type: none"> • Provides input and technical advice on community-based fisheries management to develop management plans, policies and strategies. Ensures participatory processes and inclusive stakeholder consultations in the formulation of plans, policies and strategies. • Assists the CBF Adviser with designing and implementing of national and sub-national CBFM scaling-up strategies or action plans. • Assists governments to develop both national and sub-national community-based fisheries management arrangements or programmes depending on the approach and needs of each PICT. 	<ul style="list-style-type: none"> • Development of CBFM related policies, strategies and regulatory frameworks are finalised and implemented in line with the annual work plan. • There is stakeholder acceptance and ownership over new CBFM plans, strategies, and policies. • National CBFM strategies are developed and implemented at the national and sub-national levels.
<p>KRA#3: Provide practical assistance to members in the designing and targeting of appropriate awareness raising and educational information (20%):</p>	

<ul style="list-style-type: none"> • In collaboration with the Fisheries Information Unit and other components of the CFAP and PEUMP programmes, develops materials such as training manuals, guidelines and other educational information. • Explore and use novel and emerging information and awareness approaches including social media, videos, audio and school curriculum development. • Support national processes to develop and implement information and awareness strategies that align to the information and communication component of the CBFM Framework for Action. • Provides input to awareness raising and educational materials focused on community-based approaches for management of coastal fisheries. • Assists the CBF Adviser in updating and maintaining the SPC CBFM web portal for sharing CBF-related information and materials. 	<ul style="list-style-type: none"> • Manuals and guidelines are produced in line with annual work plans and member needs. • Social media and other approaches to the production and dissemination of information and awareness raising materials is successful. • Materials are produced in line with annual work plans. • SPC CBFM web portal is updated and maintained.
<p>KRA#4: Provide input and support to members and programme partners in delivering the intent of CBFM in alignment with the New Song for Coastal Fisheries and the CBFM Framework for Action at national and subnational levels including inter-agency networking and cross-sectoral collaboration (20%):</p> <ul style="list-style-type: none"> • Be the focal point for collaboration with other components of the PEUMP programme and the Pathways 2 project for community-based fisheries management activities. • Liaise and work closely with the Locally Managed Marine Area (LMMA) Network and the Pathways 2 project in implementing community-based fisheries management activities in the PEUMP and Pathways 2 project target countries. • Liaises and works closely with other component areas under the PEUMP programme for the enhancement and promotion of community-based fisheries management. • Develops and promotes collaboration with other sections and divisions within SPC on issues such as food systems, small-scale livelihoods, climate change adaptation, gender, social inclusion and human rights, etc. 	<ul style="list-style-type: none"> • Components of the PEUMP programme and Pathways 2 project take into account community-based activities and these are recognised and acted upon. • Community-based fisheries management activities are successfully implemented in collaboration with LMMA Network, Pathways 2 project and other partners. • Good working relationships and collaborations established with other organisations, such as civil society organisations, other non-state actors, and NGOs. • Good collaboration maintained with other PEUMP programme components. • Input is provided to joint/integrated internal projects.
<p>KRA#5: Section administration and communication (10%):</p> <ul style="list-style-type: none"> • Assists in developing the annual work plans and reports for the Unit and Section. • Maintains up to date corporate and administrative procedures, including training data for all activities undertaken. 	<ul style="list-style-type: none"> • Annual work plans and reports for the unit and Section are produced. • All of the operations and activities undertaken are fully documented and all administrative tasks completed within the set deadline.

<ul style="list-style-type: none"> • Contributes where applicable to Programme, Divisional and Corporate publications, such as Fisheries Newsletters and PEUMP programme articles and reports. • Produces PEUMP and Pathways 2 reports for all activities undertaken in the appropriate format for the activity including technical reports and trip reports, and input to funding proposals, donor reports. • Fills in for staff when they are on leave or duty travel, when required. 	<ul style="list-style-type: none"> • Input or articles are provided for all Programme, Project, Divisional and Corporate publications within the set deadlines. • Trip reports are produced within two weeks of completing an activity. • PEUMP and Pathways 2 reports are produced on time. • Acting roles for staff successfully fulfilled.
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The above performance requirements are provided as a guide only. The precise performance measures for this job will need further discussion between the jobholder and supervisor as part of the performance development process.

Most Challenging Duties Typically Undertaken (Complexity):

<ul style="list-style-type: none"> • Trying to tailor and collaborate on community-based fisheries management approaches with PICTs, NGOs and others involved in this area when some want to work in isolation using their own approach. • Working closely with the Locally Managed Marine Area (LMMA) Network in implementing community-based activities under the PEUMP programme, especially in the four target Melanesian countries. • Providing training in scaling-up community-based fisheries management approaches and stakeholder consultations with local staff, with them being competent in all areas after the training. • Assisting and liaising with fisheries agencies (national and sub-national) and communities in the development and drafting of community-based fisheries management plans and strategies. • Working closely and in collaboration with other components of the PEUMP programme to achieve joint outcomes, develop information and education materials, and strengthen linkages with other agencies. • Providing input to the development of national and sub-national management plans, strategies and policies (stakeholder consultation, moderating expectations, assessing technical feasibility, coordination between the different sectors involved, timing to progress different stages).
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Functional Relationships & Relationship Skills:

Key internal and/or external contacts	Nature of the contact most typical
External: <ul style="list-style-type: none"> • Pacific Island governments, and departments involved in coastal fisheries • CBF stakeholders, including community groups (informal); private sector; local and international NGOs; CSOs; other NSAs; donors; international foundations; and academic institutions • Regional and international agencies including CROP agencies, WorldFish, FAO, etc. 	<ul style="list-style-type: none"> • Negotiating, influencing and persuading, gaining cooperation, reporting • Liaising, gaining cooperation • Collaborating, assisting, advising
Internal <ul style="list-style-type: none"> • Director, Deputy Director, other staff in FAME including Project Assistants • Staff from other Divisions, including Human Rights and Social Development, Statistics for 	<ul style="list-style-type: none"> • Explaining, gaining cooperation • Resolving minor conflicts • Liaising, collaborating • Reporting

Level of Delegation:

Routine Expenditure Budget: Manages within the limits provided by the manual of delegations, under SPC delegation policies for that level of accountability and responsibility.

Budget Sign off Authority without requiring approval from direct supervisor: as per SPC Delegations policy

Personal Specification:

Qualifications

Essential:	Desirable:
<ul style="list-style-type: none"> A graduate degree in fisheries management, natural resource management, or a related field. 	<ul style="list-style-type: none"> Workshop facilitation training Community or social development training

Knowledge/Experience

Essential:	Desirable:
<ul style="list-style-type: none"> At least 5-7 years' direct experience in working with government fisheries administrations, local and international NGOs; CSOs; other NSAs and local communities on community-based fisheries management. Demonstrated capability for collaborating and working in an integrated programme involving colleagues from several different countries and cultures. Understanding of current Pacific Islands regional coastal fisheries management, scaling-up of CBFM and related science issues, cultural values and protocols, and experience working with gender issues relating to coastal and community fisheries Excellent communication skills in English (oral and written) with the capacity to engage scientific, government, public and community audiences. Proven ability to design, plan and facilitate workshops, stakeholder consultations and other trainings. Experience working with PC systems and Microsoft Office/365, Teams, GIS, and software for data entry and management. Willingness and demonstrated capacity to travel and undertake overseas assignments in SPC member countries and territories, sometimes under difficult physical conditions. 	<ul style="list-style-type: none"> Prior experience or involvement with developing or drafting fisheries policies, strategies or plans. A working knowledge of SPC's second official language (French) or a Pacific language

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">• Coastal fisheries and community-based management planning and implementation
Advanced level	<ul style="list-style-type: none">• Understanding and explaining management options for coastal fisheries• Facilitation skills for running stakeholder meetings and workshops• Understanding of gender roles and human rights-based approach to coastal fisheries management (SPC's people-centred approach)
Working knowledge	<ul style="list-style-type: none">• Crosscutting issues such as food systems and climate change• Broader fisheries management and development issues• Relevant social, cultural and economic issues in the Pacific islands region
Awareness	<ul style="list-style-type: none">• Scientific sampling and monitoring methodologies for coastal fisheries and related socio-economics

Key Behaviours

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

- Change and Innovation
- Interpersonal Skills
- Judgement
- Promotion of Equity and Equality
- Teamwork

Personal Attributes

- High level of professional integrity and ethics
- Friendly demeanour
- Demonstrated high level commitment to customer service

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 the work environment – including technological requirements or statutory changes. Such change may be initiated as necessary by SPC. This Job Description may also be reviewed as part of the preparation for performance planning for the annual performance cycle.