



JOB DESCRIPTION

Job Title:	PRINCIPAL ADVISOR (COASTAL FISHERIES & AQUACULTURE PROGRAMME)
Division/Programme and Section/Project (if any):	Fisheries, Aquaculture & Marine Ecosystems Division (FAME)/ Coastal Fisheries & Aquaculture Programme (CFAP)
Location:	Noumea, New Caledonia
Reporting to:	FAME Deputy Director (Coastal Fisheries & Aquaculture)
Number of Direct Reports:	3
Purpose of Role:	To provide strategic, technical, scientific, resource mobilisation and programme management advice and support to the Coastal Fisheries and Aquaculture Programme. To provide interim leadership and management of the Coastal Fisheries Science Section work programme until the Principal Fisheries Scientist (CFAP) is recruited.
Date:	December 2024

Organisational Context and Organisation 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/>).

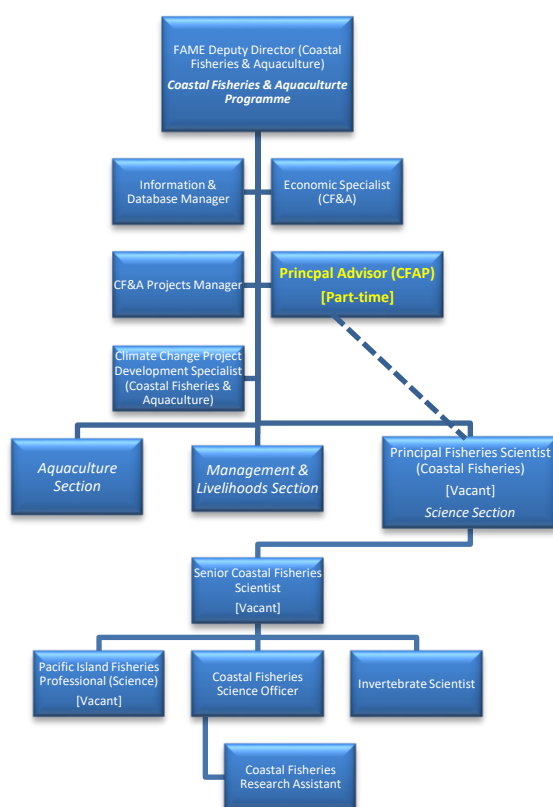
The SPC **Division of Fisheries, Aquaculture and Marine Ecosystems (FAME)** has been providing scientific and technical expertise to support fisheries management and sustainable development in the Pacific for over 60 years. The goal of the Division is that the fisheries resources of the Pacific region 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 has three components: the Coastal Fisheries and Aquaculture Programme (CFAP); the Oceanic Fisheries Programme (OFP); and the Director's Office (DO). Working with all 22 PICTs, SPC FAME has strong partnerships with regional, sub-regional and national entities working in the marine and aquaculture sectors.

SPC FAME staff are based in New Caledonia, Fiji, and Federated States of Micronesia, with most staff being based in New Caledonia.

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 **Principal Advisor (Coastal Fisheries and Aquaculture Programme)** is a part-time temporary position in the CFAP, providing strategic, technical, scientific, resource mobilisation and programme management advice and guidance, as well as temporarily leading and managing the coastal fisheries science work of the Coastal Fisheries and Aquaculture Science Section.



Key Result Areas (KRAs):

- KRA#1: Lead, manage and guide the Coastal Fisheries and Aquaculture Programme’s Science Section to support current and emerging science needs and priorities for evidence-based policies, management and sustainable development.
- KRA#2: Programme strategic, technical, scientific and management advice, guidance and support.
- KRA#3: Contribute to the preparation of funding proposals and strategic plans to build the Coastal Fisheries and Aquaculture Programme’s operational capacity and capability to meet the diverse and increasing SPC member requests and needs.

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

Jobholder is accountable for	Jobholder is successful when
KRA#1: Lead, manage and guide the Coastal Fisheries and Aquaculture Programme’s Science	

<p>Section to support current and emerging science needs and priorities for evidence-based policies, management and sustainable development (40%):</p> <ul style="list-style-type: none"> • Manages the activities of the Science Section consistent with annual work plans and available funding. • Develops, in consultation with the Deputy Director FAME (CF&A) and other senior CFAP staff, the Section’s annual coastal fisheries science work plan and reports, consistent with the FAME Business and Implementation plans and available funding. • Oversees, advises and supports the Science Section’s work on developing methods and tools appropriate to the data-poor nature of PICT coastal fisheries. • Implements the SPC staff performance planning and management system for the Section and facilitates their ongoing professional development. • Oversees and supports the further development of, and transitioning to, e-technology solutions for fisheries data collection and analysis into standard practices. • Oversees, supports and assists with the delivery of science training and transfer of tools and approaches to PICTs. • Consults regularly with SPC member fisheries agencies regarding their coastal fisheries applied science needs and priorities. • Consults and participates in relevant national, regional and international processes to develop e-monitoring and e-reporting operational and data standards for coastal fisheries. • Facilitates and supports the Science Section staff to publish peer-reviewed papers. 	<ul style="list-style-type: none"> • Strategic planning for the Section meets the needs of SPC members, as judged by Heads of Fisheries. • Annual work plans are aligned with the FAME Business Plan 2022-2027 and Implementation Plan, and work plan reports for the section are produced on schedule. • Section activities are implemented according to annual work plans and budgets and key indicators/measures are achieved. • Staff appraisals and performance planning for Section staff are completed on schedule. • Appropriate data-poor methods and tools are developed, delivered to, and adopted by PICTs. • E-technology solutions enhance the accessibility and effectiveness of PICT coastal fisheries data collection and science for management and sustainable development. • CFAP coastal fisheries science work is recognised by members, and through external reviews, as meeting their priority needs.
<p>KRA#2: Programme strategic, technical, scientific and management advice, guidance and support (30%):</p> <ul style="list-style-type: none"> • Assists with the identification and development of CFAP’s overall strategic direction and focus to support members’ coastal fisheries and aquaculture needs and priorities. • Assists the Deputy Director FAME (CF&A) with strategic work planning to ensure that the CFAP meets the current and emerging priority needs of SPC PICT members. • Works with the CFAP Management and Livelihoods Section and the Aquaculture Section to assess and advise on management / livelihoods / aquaculture-related applied science priority needs and support. 	<ul style="list-style-type: none"> • Strategic direction and focus of CFAP meets the priority needs of SPC PICT members, as judged by Heads of Fisheries and by donors. • Annual work plans are aligned with the FAME Business Plan 2022-2027 and work plan reports for the section are produced on schedule. • Aquaculture and the Management and Livelihoods sections acknowledge the support and advice. • SPC’s ‘people centred approach’ (which consists of: human rights, gender and social inclusion, Pacific culture, and environmental

<ul style="list-style-type: none"> • Contributes to Programme, Divisional and Corporate publications and reports. • Ensures that the cross-cutting SPC 'people centred approach' and appropriate climate resilience are incorporated into the Section's work. • Review and advise on the prioritisation and focus of technical support, digital tools and approaches, training needs, and related support needs to enhance the effectiveness of CFAP's support to PICT members. • Review papers for publication in peer reviewed journals, book chapters or other resources, and support key CFAP staff to publish. 	<p>sustainability) and climate resilience are integrated into CFAP's work.</p> <ul style="list-style-type: none"> • PICT members are able to access and use appropriate technology, digital tools and materials for training and technical support. • Input or articles are provided for all Programme, Divisional and Corporate publications within the set deadlines. • The Programme staff publish journal papers or other recognised publications.
<p>KRA#3: Contribute to the preparation of funding proposals and strategic plans to build the Coastal Fisheries and Aquaculture Programme's operational capacity and capability to meet the diverse and increasing SPC member requests and needs (30%):</p> <ul style="list-style-type: none"> • Assists the Deputy Director FAME (CF&A), in consultation with CFAP Section and Unit leads, conceptualise and develop, funding and/or cost-recovery proposals to ensure the strategic and priority work programme of CFAP is adequately resourced to meet PICT member priority needs. • Assists the FAME Director, FAME Deputy Director (CF&A), and FAME/SPC resource mobilisation staff, with the conceptualisation and preparation of FAME-wide, and/or cross-Divisional proposals as required. 	<ul style="list-style-type: none"> • Adequate funding secured to maintain and expand the capacity and capability of CFAP. • Joint projects are developed and implemented with other SPC divisions, other agencies or organisations to minimise costs and avoid duplication of work. • Input is provided to integrated projects where holistic and integrated approaches are needed.

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"> • Managing, directing and delivering the diverse coastal fisheries science work programme of the Science Section, including high demands for support from other CFAP sections, SPC members and other groups, in funding and capacity-limited situations. • Securing funding to enhance CFAP's capacity and operational capabilities, especially for the Science Section. • Managing expectations and setting priorities for SPC PICT member support activities with staff and funding constraints when multiple countries and territories want immediate assistance at the same time. • Balancing an increasing administrative workload with the core of the position's duty, the management of staff and activity implementation. • Working with a diverse range of research institutions, universities, foundations and NGOs across the region and within member countries and territories.

Functional Relationships & Relationship Skills:

Key internal and/or external contacts	Nature of the contact most typical
<p>External Key external contacts are:</p> <ul style="list-style-type: none"> • Pacific Island governments, and departments involved in fisheries and aquaculture issues, research, stakeholders, investment authorities and private enterprise • Regional and international agencies including CROP agencies, FAO, WorldFish, etc. • Universities and other research agencies operating within the region • International and national NGOs 	<ul style="list-style-type: none"> • Negotiating, influencing and persuading, gaining cooperation, reporting • Liaising, formal negotiation • Supervising, facilitating, advising
<p>Internal Key internal contacts are:</p> <ul style="list-style-type: none"> • FAME Director • FAME Deputy Director (Coastal Fisheries & Aquaculture) • CFAP Section and Unit Heads • Oceanic Fisheries Programme • FAME Planning, Monitoring, Evaluation and Learning unit • Other SPC technical Divisions – PCCOS, GEM, CCES and SDD • Corporate services 	<ul style="list-style-type: none"> • Explaining, gaining cooperation, resolving minor conflicts • Leading, supervising, coaching, monitoring, resolving minor conflicts

Level of Delegation:

Routine Expenditure Budget: Manages up to EUR 2M per year.

Budget Sign off Authority without requiring approval from direct supervisor: EUR 2000 (as per SPC Delegations policy)

Personal Specification:

Qualifications

Essential:	Desirable:
<ul style="list-style-type: none"> • Master degree in fisheries science, coastal fisheries science, or a related field or equivalent body of knowledge and experience. 	<ul style="list-style-type: none"> • Qualifications in programme or project management

Knowledge/Experience

Essential:	Desirable:
<ul style="list-style-type: none"> • At least 10 years' relevant experience working on applied science related to fisheries, coastal finfish 	<ul style="list-style-type: none"> • A working knowledge of both of SPC's official languages (English and French) and/or the ability to speak any of the Pacific

<p>fisheries and/or invertebrate resources, preferably in the Pacific region.</p> <ul style="list-style-type: none"> • At least 10 years' experience in designing and conducting finfish and/or invertebrate resource assessments, including data collection, analysis, reporting and applying the results to management and sustainable development. • At least 8 years' experience in managing science, fisheries and aquaculture staff, team leadership, programme development and project management. • Demonstrated experience of collaboration between institutions, and leadership of integrated programmes/projects, • Understanding of current Pacific Islands regional coastal fisheries science issues and management, and experience of working with gender and human rights-based issues relating to coastal fisheries. • Excellent communication skills (oral and written) and demonstrated ability to produce written reports for donors, funding proposals, trip reports, training materials etc. • Proven ability to design, plan and facilitate workshops and other training. • Experience in successfully leading and/or collaborating and working with people from different ethnic, cultural and educational backgrounds. • Experience working with PC systems, MS 365 software. • Willingness to travel and undertake overseas assignments in SPC member countries and territories, sometimes under difficult physical conditions. 	<p>Island's other languages would be an advantage.</p> <ul style="list-style-type: none"> • Experience of managing programmes or projects funded by any of the major donor's active in the region. • Experience with aquaculture in the Pacific. • Strong track record in obtaining funding.
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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"> • Fisheries, with an emphasis on coastal fisheries applied science for management and sustainable development • Scientific sampling, monitoring, analysis and reporting • Programme development, strategic planning and management, including development of funding proposals
Advanced level	<ul style="list-style-type: none"> • Using science-based evidence for coastal fisheries management and sustainable development
Working knowledge	<ul style="list-style-type: none"> • Crosscutting issues such as food systems, food security, climate change and Human Rights and Social Inclusion • Coastal fisheries and aquaculture legislation and management
Awareness	<ul style="list-style-type: none"> • SPC Regulations and Policies • Broader coastal fisheries and aquaculture management and sustainable development issues • Relevant social and economic issues in the Pacific

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.