



Pacific
Community
Communauté
du Pacifique

JOB DESCRIPTION

Job Title: R2R Science Officers (x2)

Division: Geoscience, Maritime and Energy Division (GEM)

Work Unit: Science Team, Ridge to Reef (R2R) Programme

Location: Suva, Fiji

Reporting to: Science Team Leader and Regional Programme Coordinator

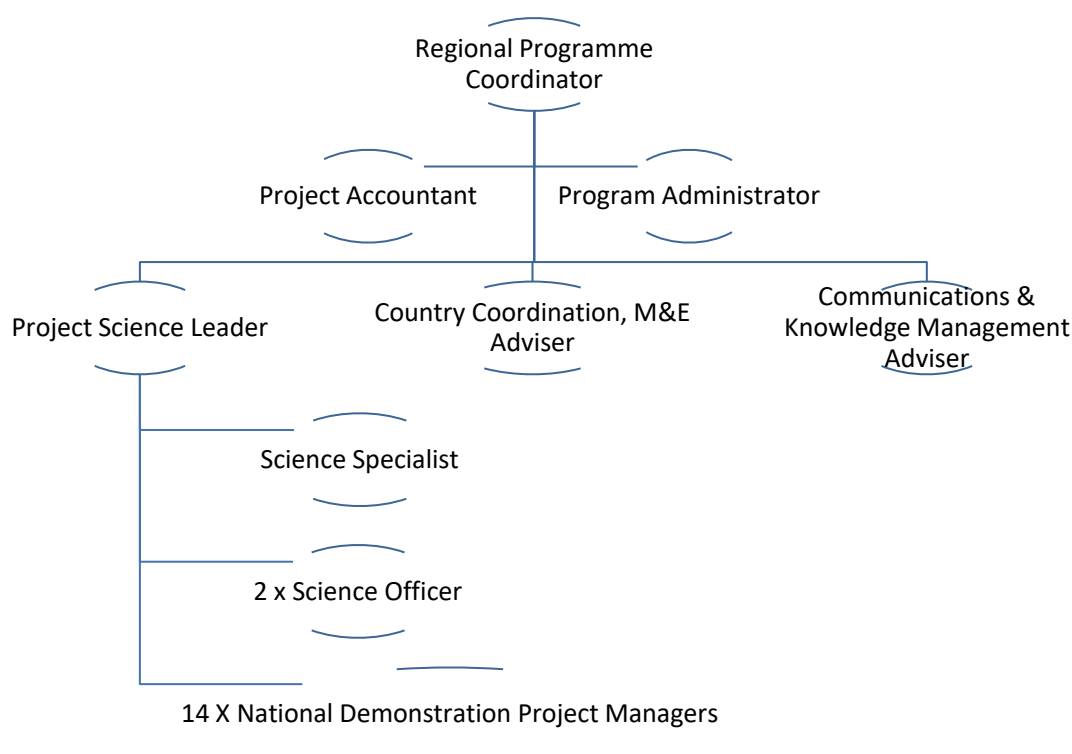
Number of Direct Reports: 0

Job purpose: This is a multi-disciplinary role focused on scientific aspects of R2R activities. A specific aim of the role is to provide expert support to delivering on the science workplan of the GEF Pacific R2R program and the Regional IW R2R project.

The role also supports development and use of R2R scientific and geospatial data systems and tools, and provides capacity building to support related decision making, information and knowledge management, and analysis and provision of primary assistance in the planning, managing, monitoring and progress reporting, and preparation of publications.

Date: January, 2021

Organizational Context and Organization Chart



Key Result Areas (KRAs):

The position of the job holder encompasses the following major functions or Key Result Areas:

1. Scientific and Technical Inputs (fieldwork, data processing & analysis, reporting & publication)
2. Programme Management support (regional & national support tools and systems)
3. Contribute to enhancing Partnership and Resource Mobilization
4. Support to Communication, Information Management and Knowledge Sharing

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

Jobholder is accountable for	Jobholder is successful when
KRA#1 Scientific and Technical Inputs (<i>fieldwork, data processing & analysis, reporting & publication</i>)	Preparation is completed on Baseline assessment and final reporting of stress reduction targets, RapCA reports, diagnostic reports, State of the Coast reports, Strategic Action Frameworks, and the Regional Action Plan. Supporting development of scientific, technical, and environmental management approaches and associated products for regional project and national pilot projects Providing technical and managerial advice to Focal Point countries and project managers and technical assistance as requested to all other countries
KRA#2 R2R Programme Management Support (<i>regional support tools and systems, monitoring, reporting and continuous Improvements</i>)	Assist with monitoring of R2R online systems, databases, science portal and registers to report usage and areas for improvement Implement sound data management, curation methodologies and input into the regional dbase Support development of geospatial, planning and decision support tools and systems Assist and support populating regional and national online GIS and meta-databases for the compilation and update of information and data generated via site characterizations and diagnostic analyses for environment and natural resource management
KRA#3 Partnership and Resource Mobilization	Support R2R partners with joint progress planned activities that would benefit and increase visibility for the R2R Maintain contact and strengthen R2R Programme engagement with Stakeholders at National and Regional Levels Assist in building and maintaining national Stakeholder Networks

	<p>Maintain a register of experts at national and regional levels</p> <p>Provide scientific and technical inputs as and when required (e.g., media articles, seminars, paper to conferences or symposiums, school talks, etc.)</p> <p>Support maintaining a regional online catalogue of best practice management approaches for integrated land, forest, water, and coastal management.</p> <p>Operate a results-based indicator system to guide the tracking and reporting on incremental gains in physical, natural, human, and social capital achieved at project sites in R2R programme countries</p>
KRA#4 Communication, Information Management and Knowledge Sharing	<p>Sound data and metadata practices are adopted for the GIS environmental systems supported, and appropriate linkages to regional databases and web sites provided.</p> <p>Prepare and provide inputs where needed in communicating and sharing R2R knowledge products</p> <p>Support online information sharing and accessibility for stakeholders</p> <p>Assist in the implementation of R2R's strategies and practices to identify, create, extend, and enable the adoption of lessons learned and communities of best practice</p>

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):

As directed, represent/provide support to the regular liaison and interactions with diverse technical and non-technical stakeholders across GEM Programmes and PIC projects.

Understanding the core needs and requirements of technical work programmes and delivering appropriately. Organizing and conducting workshops and training in PIC across diverse skill sets and backgrounds

Functional Relationships & Relationship Skills:

Key internal and/or external contacts	Nature of the contact most typical
External Key external contacts are: <ul style="list-style-type: none"> PIC Project Partners 	Requirements Gathering Systems Design

<ul style="list-style-type: none"> • International and Regional Scientific and Technical Partners • CROP Agencies • PIC Government Ministries e.g.: Lands, Environment, Fisheries, Forestry/ Agriculture, Water & infrastructure, Climate Change, Met Offices 	Enforcing data management practices and recommendations Capacity Building Remote and On-site Support Presenting at Regional and International Sci/Tech Conferences
Internal Key internal contacts are: <ul style="list-style-type: none"> • SPC Corporate and Divisional staff • GEM/Programming, Performance and Systems Staff • Ridge to Reef Programme Staffs 	Requirements Gathering Collaborating in Systems Design, Development and Maintenance Progress and Formal Reporting

Level of Delegation:

Routine Expenditure Budget: *Nil*

Budget Sign off Authority without requiring approval from direct supervisor: *Nil*

Personal 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 position holder 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"> ▪ Degree level formal qualifications in any of the disciplines of environmental or natural resource science with a focus on ecosystem and integrated natural resource management or related fields ▪ Familiar with range of software relevant software useful for data processing and analysis ▪ Proven ability to work with counterparts within partners a multi-country project ▪ Proven analytical and problem-solving skills associated with demonstrated ability to take initiative and work without supervision ▪ Strong PC based computer skills, preferably with Microsoft Word, Excel, Outlook, MS Project, PowerPoint and ability to use E-mail and the Internet and desk top publishing software ▪ Other essential requirements include an ability to live and work within Pacific Island Communities. 	<ul style="list-style-type: none"> ▪ Postgraduate in any of the disciplines of environmental or natural science with a focus on ecosystem and natural resource management ▪ Proven skills in project team leadership, coordinating multi-disciplinary team inputs, managing projects and resources

Knowledge/Experience

Essential:	Desirable:
<ul style="list-style-type: none"> ▪ A minimum of two years relevant working experience in conducting environmental and resource assessments/ surveys in a range of ecosystems from land to sea. ▪ Knowledge and practical hands-on demonstrable experience and exposure implementing ridge to reef project related tasks ▪ A minimum of 2 years relevant experience with ecological survey methods, data management, and analysis ▪ Excellent analytical skills and experience in producing technical reports for publication ▪ Excellent technical writing and communication skills and experience in facilitating workshops that include a range of participants including senior government officials ▪ Excellent interpersonal skills and cultural sensitivity ▪ Some Knowledge and experience in GIS/Geospatial Data Systems ▪ Experience working with a range of partners including government officials, NGOs, scientists, and local community members in the Pacific Islands 	<ul style="list-style-type: none"> ▪ Basic assessment methodologies and analytical tools ▪ Natural resources modelling ▪ Experience with geospatial analysis and mapping, database development, and statistical analysis (e.g., QGIS Plugin Development (PyQGIS, PYQT) ▪ Experience collecting, formatting, and integrating datasets from a variety of sources into a public database or data portal ▪ Scientific scuba diving experience ▪ Some knowledge in rapid assessment modelling and/or land-sea models

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"> ▪ Supporting maintenance and populating of the Pacific State of Coast Spatial Data Infrastructure for the Pacific Ridge to Reef Programme ▪ Support managing regional data systems and providing batch data processing support. Conducting high-end technical workshops for trainers. ▪ Familiarity with taxonomic identification of flora and fauna in coastal ecosystems
Advanced level	<ul style="list-style-type: none"> ▪ Competence in spatial data processing workflows, plugins, and tools (QGIS Plugins), DSM Generation ▪ Advanced knowledge and ability to conducting resource and water quality assessments
Working knowledge	<ul style="list-style-type: none"> ▪ Resource assessments & modelling ▪ Spatial data creation and processing using QGIS and other relevant tools ▪ Geospatial data collection, curation and metadata creation
Awareness	<ul style="list-style-type: none"> ▪ Familiarity with challenges around Pacific geospatial data esp. disparate projection systems, lack of metadata etc.

Key Behaviors

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

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

Personal Attributes

- High level of professional integrity and ethics
- Friendly demeanor
- 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.

Approved:

Manager/Supervisor

Date

Employee