



Pacific
Community
Communauté
du Pacifique

JOB DESCRIPTION

Job Title:	PACIFIC ISLAND FISHERIES PROFESSIONAL (FISHERIES MANAGEMENT AND POLICY)
Division/Programme and Section/Project (if any):	Fisheries, Aquaculture & Marine Ecosystems Division / Coastal Fisheries & Aquaculture Programme / Management & Livelihoods Section
Location:	Noumea, New Caledonia
Reporting to:	Fisheries Management and Policy Specialist
Number of Direct Reports:	No direct reports
Purpose of Role:	To provide support and advice to governments, stakeholders and the private sector in planning and implementing coastal fisheries and aquaculture management and planning activities, focusing on developing and reviewing coastal fisheries and aquaculture policies, management, planning.
Date:	September 2022

Organisational Context and Organisation Chart

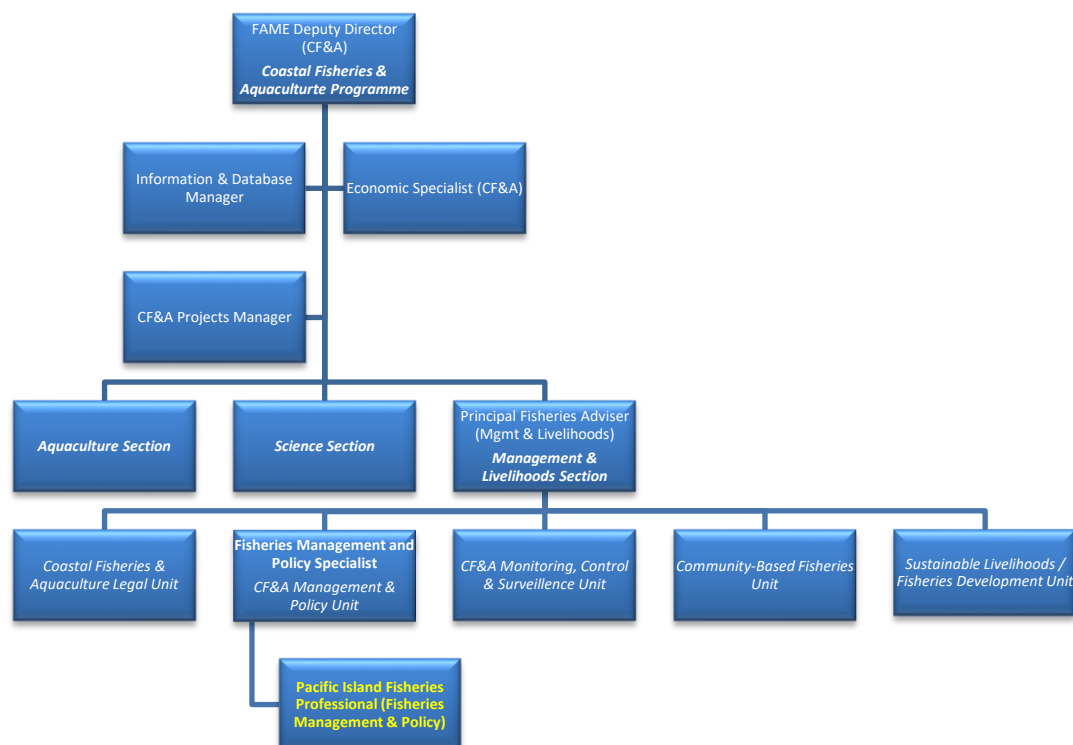
As one of SPC's oldest, the **Division of Fisheries, Aquaculture and Marine Ecosystems (FAME)** has been providing scientific and technical expertise to support fisheries management and sustainable development in the Pacific for over 60 years. The goal of the Division is that the fisheries resources of the Pacific region are sustainably managed for economic growth, food security and environmental conservation. In pursuit of this goal, 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. FAME provides technical assistance to support PICTs to maximise these sustainable development opportunities in the marine sector.

FAME is composed of two programmes: Coastal Fisheries and Aquaculture Programme (CFAP) and the Oceanic Fisheries Programme (OFP). The Director's Office provides divisional support and strategic direction across the programmes and cross-cutting projects. Working with all 22 PICTs, FAME has strong partnerships with regional, sub-regional and national entities working in the marine sector. FAME staff are based in New Caledonia, Fiji, and Federated States of Micronesia, with most of its over 100 staff being based in New Caledonia.

The 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 **Pacific Island Fisheries Professional (Fisheries Management and Policy)** is a position in the CFAP Management and Livelihoods Section, facilitating, supporting, training and assisting with developing and reviewing coastal fisheries and aquaculture policies, management, planning within the Pacific island countries and territories.



Key Result Areas (KRAs):

- KRA#1: Assisting national and sub-national governments to develop, review and/or update coastal fisheries and aquaculture management plans and policies
- KRA#2: Collaborate with other work areas within and across SPC sections, programmes and divisions, and other regional organisations
- KRA#3: Section administration and communication

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

Jobholder is accountable for	Jobholder is successful when
<p>KRA#1: Assisting national and sub-national governments to develop, review and/or update coastal fisheries and aquaculture management plans and policies: (33-34 %)</p> <ul style="list-style-type: none"> Assist fisheries agency staff to develop management plans and arrangements for species and/or areas as identified as national or sub-national priorities. Assists in stakeholder consultations or provides input to the development of national 	<ul style="list-style-type: none"> Progress is made towards reviewing and updating national and sub-national coastal fisheries and aquaculture management plans and policies.

<p>or sub-national fishery and aquaculture management plans and policies.</p> <ul style="list-style-type: none"> • Ensures an assessment of gender and social inclusion issues are undertaken to ensure no bias or barriers exist in any new or revised fisheries or aquaculture management plans or policies. • Assists with training of local staff in the process for reviewing and updating fishery and aquaculture management plans and policies, including some attachment training in Noumea. • Ensure that the REEFLEX (Pacific Law & Policy Database on Coastal Fisheries & Aquaculture) is up to date with fisheries policies, strategies and management plans 	<ul style="list-style-type: none"> • Stakeholders are fully consulted and provide input to the development of fishery or aquaculture management plans and policies • New management plans and policies take account of gender and human rights issues to ensure no bias or barriers exist. • Capacity development is undertaken through training in-country and attachments to Noumea. • REEFLEX is up to date
<p>KRA#2: Collaborate with other work areas within and across SPC sections, programmes and divisions, and other regional organisations: (33 %)</p> <ul style="list-style-type: none"> • Liaise and work with the various coastal fisheries aquaculture units including MCS, Legal, CBFM, livelihoods, science and the FAME Information and PMEL units and other section staff to integrate the work of these different areas into fisheries policies and plans including the development of awareness raising materials in these areas. • Liaises with the aquaculture section on incorporation of aquaculture into national or subnational resource management policies. 	<ul style="list-style-type: none"> • Work is integrated with the other CFAP section and units for implementation. • Good working relationship with other FAME sections and collaborations established • Awareness materials covering legal, MCS, policies, community-based management, livelihoods are developed and disseminated widely at the national and sub-national level.
<p>KRA#3: Section administration and communication: (33%)</p> <ul style="list-style-type: none"> • Assists the Policy Specialist, to develop annual work plans and work plan reports for the Section, consistent with the FAME Business Plan and CFAP 5-Year Plan. • Maintains up to date corporate and administrative procedures for all activities undertaken. • Acquits any cash advances that are used for fieldwork with receipts for all expenditure. • Contributes where applicable to Programme and Divisional publications, such as the Fisheries Newsletters. • Produces reports for all activities undertaken in the appropriate format for the activity including technical reports and trip reports. 	<ul style="list-style-type: none"> • Annual work plans and reports for the Section are consistent with the FAME Business Plan and CFAP 5-Year Plan. • All operations and activities undertaken are fully documented, funds acquitted with receipts, and all administrative tasks completed within the set deadline. • Input or articles are provided for all Programme and Divisional publications within the set deadlines. • Trip reports are produced within two weeks of completing an activity.

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):

- Assisting the Coastal Fisheries Management and Livelihoods and Aquaculture teams with developing or reviewing national or subnational fisheries and aquaculture policies and management plans
- Assisting the Coastal Fisheries Management and Livelihoods and Aquaculture sections and national counterparts with consultative processes when reviewing or developing management plans with local staff in-country
- Assisting the Coastal Fisheries Management and Livelihoods and Aquaculture teams in providing training to national and sub-national counterparts in developing fisheries policies, plans, with them being competent in all areas after the training.
- Assisting the Coastal Fisheries Management and Livelihoods and science teams in providing sound scientific advice based on the best available data for management purposes.
- Assisting the Coastal Fisheries Management and Livelihoods and Aquaculture teams to interpret scientific advice into management recommendations and compile this in briefing notes or reports to governments.

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"> • National and sub-national fisheries and aquaculture counterparts in fisheries and aquaculture • Technical partners • Consultants • CROP agencies and NGOs 	<ul style="list-style-type: none"> • Negotiation, gaining cooperation, reporting • Liaising, gaining cooperation • Explaining, collaborating, assisting, resolving conflicts, • Providing support during training workshops (virtual and in-person)
Internal Key internal contacts are: <ul style="list-style-type: none"> • Deputy Director FAME (Coastal Fisheries and Aquaculture Programme) • Principal Fisheries Adviser and staff • Management & Livelihoods Section staff • Coastal Fisheries and Aquaculture Programme staff • Other SPC professional and support staff 	<ul style="list-style-type: none"> • Keeping abreast of issues and providing support • Training • Exchange information, seeks and provides advice and discusses issues • Liaising, collaborating

Level of Delegation:

Routine Expenditure Budget: Manages budgets of up to EUR 10,000 per year with the approval of supervisor-

Budget Sign off Authority without requiring approval from direct supervisor: EUR 50 ~~(as per SPC Delegations policy)~~

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"> University degree or equivalent in a discipline relevant to fisheries and/or aquaculture management/policy, or related field 	<ul style="list-style-type: none"> Qualification in another relevant field (e.g. marine affairs, fisheries economics)

Knowledge/Experience

Essential:	Desirable:
<ul style="list-style-type: none"> At least 3<u>2</u> years' of direct relevant experience in Pacific Island coastal fisheries and aquaculture management. Demonstrated experience in report writing in English Demonstrated experience in developing, reviewing, or implementing fisheries policies or management plans or the process in developing, review and implementation of policies and plans. Understanding of current Pacific Islands regional coastal fisheries and aquaculture management and science issues, and experience in working with gender issues relating to fisheries Excellent communication skills (oral and written) in English Excellent interpersonal skills, ability to work in a team as well as undertake unsupervised work, and negotiate with people from various ethnic, cultural, and educational backgrounds. Experience working with PC systems and MS Word and Excel software. Willingness to travel and undertake overseas assignments in SPC member countries, sometimes under difficult physical conditions. 	<ul style="list-style-type: none"> Experience in community engagement or conducting stakeholder consultations Experience in developing and implementing fishery management plans Proven public communication skills with an ability to facilitate or assist with workshops and meetings A working knowledge of both of SPC's official languages (English and French) Broad understanding of natural resource management principles including management plans, policy and regulatory legislation such as national fisheries or aquaculture Acts Valid drivers license

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"> Reviewing, updating, developing and implementing fisheries and/or aquaculture policies and management plans
Advanced level	<ul style="list-style-type: none"> Ability to design, plan and facilitate community, national and regional workshops and other trainings

Working knowledge	<ul style="list-style-type: none"> • Crosscutting issues such as MCS, Legal, community-based fisheries management, food security and climate change • Data analysis and interpretation of results
Awareness	<ul style="list-style-type: none"> • Broader fisheries and/or aquaculture management and development issues • Relevant social and economic issues in the Pacific • Gender and social inclusion approaches to coastal fisheries and aquaculture management, with ideas about how to increase the participation of marginalised groups (including women and youth) in delivering programme outcomes.

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

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.