



## JOB DESCRIPTION

<b>Job Title:</b>	<b>NEARSHORE FISHERIES DEVELOPMENT AND LIVELIHOODS OFFICER</b>
<b>Division/Programme and Section/Project (if any):</b>	Fisheries, Aquaculture & Marine Ecosystems Division (FAME) / Coastal Fisheries & Aquaculture Programme (CFAP) / Coastal Fisheries Management & Livelihoods Section
<b>Location:</b>	Noumea, New Caledonia
<b>Reporting to:</b>	Nearshore Fisheries Development and Livelihoods Specialist
<b>Number of Direct Reports:</b>	No direct reports
<b>Purpose of Role:</b>	To provide advice and support to strengthen, manage, and implement the coastal fisheries development and livelihoods related work programme of the Livelihoods Unit of the Coastal Fisheries Management and Livelihoods Section.
<b>Date:</b>	March 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/>).

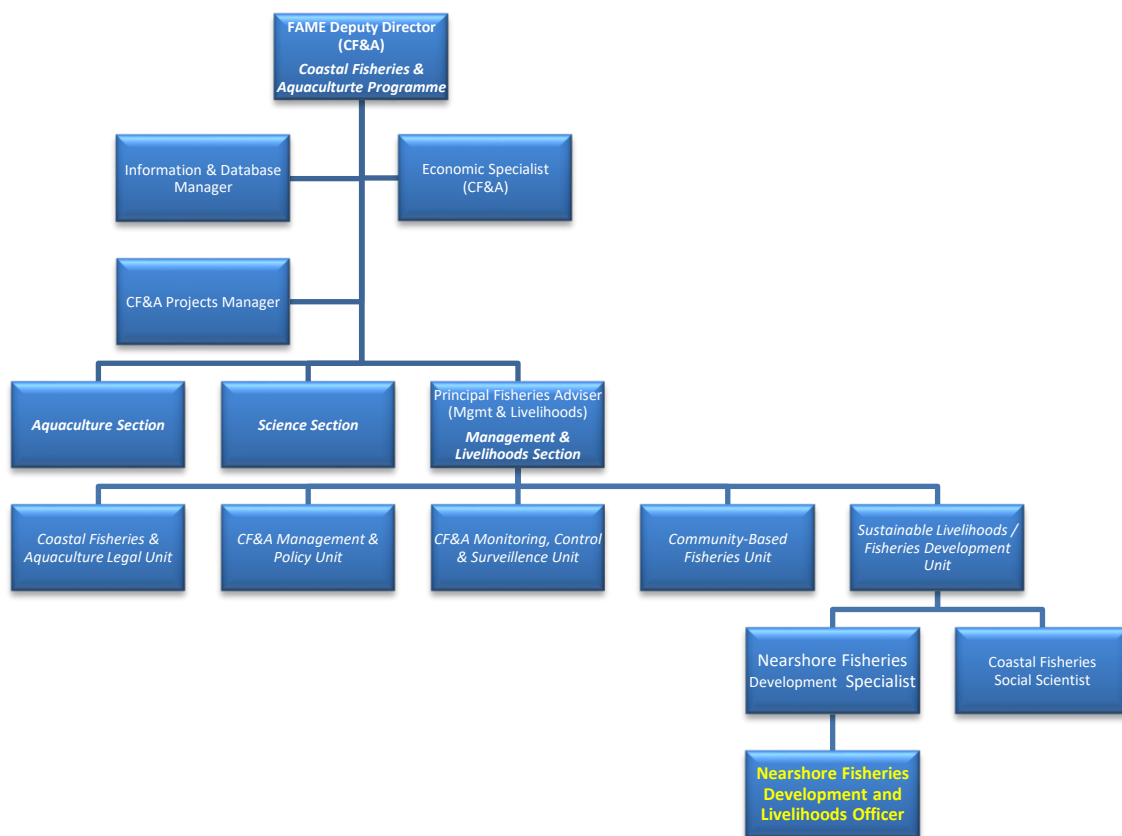
The SPC **Division of Fisheries, Aquaculture and Marine Ecosystems (FAME)** has been providing scientific and technical expertise to support fisheries management and sustainable development in the Pacific for over 70 years. The goal of the FAME Division is that the fisheries resources of the Pacific 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.

FAME is composed of two programmes: the Coastal Fisheries and Aquaculture Programme (CFAP); the Oceanic Fisheries Programme (OFP). The Director's Office (DO) 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 ~150 staff being based in New Caledonia.

The FAME CFAP provides science and technical support to PICTs' 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 **Nearshore Fisheries Development and Livelihoods Officer** is a key position in the CFAP, providing advice, support, and training to facilitate nearshore fisheries development and related livelihood activities across and within PICTs.



### Key Result Areas (KRAs):

- KRA#1: Provides planning and practical advice to members on nearshore fisheries development, post-harvest handling, value adding and related livelihood activities.
- KRA#2: Coordinates, advises, and supports practical capacity building assistance to members on nearshore fishing techniques, safety at sea, post-harvest handling, value adding and related livelihood activities.
- KRA#3: Coordinates, advises and supports practical assistance to members in the design, development, and delivery of appropriate nearshore fisheries development and livelihoods, awareness raising, and educational information and materials.
- KRA#4: Section administration, communication and collaboration within and across SPC sections, programmes, divisions, SPC members, and partners.

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

<b>Jobholder is accountable for</b>	<b><i>Jobholder is successful when</i></b>
<p><b>KRA#1: Provides planning and practical advice to members on nearshore fisheries development, post-harvest handling, value adding and related livelihood activities (30%):</b></p> <ul style="list-style-type: none"> <li>• Facilitates and contributes to feasibility studies and planning of sustainable nearshore fisheries development and livelihood initiatives, including, but not limited to, small-scale tuna fishing, deep-water slope fishing, bait fishing, squid fishing, tourism-based sport fishing, post-harvest handling, and value adding.</li> <li>• Liaises with PICTs’ fisheries administrations and the private sector to keep abreast of developments and aspirations and assist the Nearshore Fisheries Development and Livelihoods Specialist to build these into the Unit’s work programme.</li> <li>• Responds to ad-hoc requests from PICTs’ fisheries administrations and private sector for nearshore fisheries technical information and advice.</li> <li>• Assists PICTs to develop, investigate, and test new fisheries development initiatives as part of pilot projects before a wider (regional) promotion of initiatives occurs.</li> <li>• Supports PICTs in the development of sustainable national anchored FAD programmes.</li> <li>• Assists PICTs to develop, implement, and promote joint projects with other international or regional organisations, to draw on the strengths of all involved.</li> <li>• Promotes collaboration with other sections within SPC on issues such as food security, small-scale livelihoods, by-catch mitigation, food systems, human rights, gender, social inclusion, and climate change adaptation.</li> <li>• Keeps abreast of coastal/nearshore fisheries developments, livelihoods diversification (e.g. water-based tourism, value adding of food-fish and non-food-fish products, agriculture, etc), sea safety advances, to inform the unit’s work programme.</li> </ul>	<ul style="list-style-type: none"> <li>• Feasibility studies for small scale fishing development are successfully completed in PICTs.</li> <li>• Liaison with PICT fisheries administrations and private sector is done routinely while on duty travel or through communication links to plan future projects, identify training needs, and advise on ongoing projects.</li> <li>• Pilot projects are implemented as identified during the year, pending availability of funding.</li> <li>• Collaboration with partners in non-extractive livelihood activities.</li> <li>• National anchored FAD programmes successfully established and operating.</li> <li>• Joint projects are developed and implemented with other agencies to reinforce outcomes, minimise costs, and avoid duplication of work.</li> <li>• Input is provided to internal projects where a holistic/ integrated approach is needed.</li> </ul>
<p><b>KRA#2: Coordinates, advises, and supports practical capacity building assistance to members on nearshore fishing techniques, safety at sea, post-harvest handling, value adding and related livelihood activities. (30%):</b></p> <ul style="list-style-type: none"> <li>• Provides advice and training in fish-handling and value-adding for nearshore fishing operations.</li> <li>• Provides support, technical assistance, and training in all aspects of anchored Fish</li> </ul>	<ul style="list-style-type: none"> <li>• Nearshore fishers are routinely supported, informed and trained on proper on-board fish handling and onshore processing procedures as part of all fishing methods workshops.</li> </ul>

<b>Jobholder is accountable for</b>	<b><i>Jobholder is successful when</i></b>
<p>Aggregating Devices (aFADs) and nearshore fishing techniques.</p> <ul style="list-style-type: none"> <li>• Facilitates training in post-harvest handling, processing, value-adding (food and non-food marine based products), strengthening market access for nearshore fishing operations.</li> <li>• Provides technical assistance and training in all aspects of small boat safety for nearshore fishers and operations.</li> <li>• Provides inputs to national projects orchestrated by the country/territory Fisheries Development Officers.</li> <li>• Provides support in post-disaster needs assessment covering the small-scale fisheries sector.</li> <li>• Identifies and advises on innovative options for alternative or supplementary livelihoods.</li> <li>• Establishes a community of nearshore fisheries development and livelihoods experts in the region and keeps them informed of livelihood related developments.</li> </ul>	<ul style="list-style-type: none"> <li>• aFAD, nearshore fishing techniques, and sea safety training delivered to PICTs.</li> <li>• PICTs technicians successfully deploy and maintain anchored FADs after SPC advice and training.</li> <li>• Post-harvest handling improved, value adding and alternative livelihood initiatives underway.</li> <li>• SPC remains active and visible on the small boat safety front with ongoing inputs provided to national and regional initiatives, including the training of counterparts.</li> <li>• Training participants supported and mentored post-training.</li> <li>• Support provided when required in post-disaster needs assessment/s.</li> <li>• Encourage the integration of women, youth and disabilities into the nearshore fishing sector.</li> </ul>
<p><b>KRA#3: Coordinates, advises and supports practical assistance to members in the design, development, and delivery of appropriate nearshore fisheries development and livelihoods, awareness raising, and educational information and materials. (25%):</b></p> <ul style="list-style-type: none"> <li>• Contributes to the production of the Section’s resource materials, including technical manuals, information and training packages and reports.</li> <li>• Assists with the review of technical content, printing and distribution of resource materials, in collaboration with the SPC FAME Information Unit and PICTs.</li> <li>• Provides input to the production of fisheries educational and awareness materials, in collaboration with the SPC FAME Information Unit and member PICTs.</li> <li>• Expands the use of digital technology and social media for promoting section activities and raising awareness more broadly.</li> <li>• Oversees and facilitates inputs to national projects by Fisheries Development Officers.</li> </ul>	<ul style="list-style-type: none"> <li>• Anchored FAD and fishing techniques training materials updated and disseminated.</li> <li>• Strong relationships with partners working in same/similar field.</li> <li>• Nearshore fisheries development and related livelihoods training materials produced and disseminated.</li> <li>• High quality manuals, education materials, information packages and technically sound reports are produced.</li> <li>• Increase visibility, outreach, and awareness through social media platforms.</li> </ul>
<p><b>KRA#4: Section administration, communication, and collaboration within and across SPC sections, programmes, divisions, SPC members and partners. (15%)</b></p> <ul style="list-style-type: none"> <li>• Assists the Principal Fisheries Adviser (Management and Livelihoods) and Nearshore Fisheries Development &amp; Livelihoods Specialist (FDLS) to develop the annual work plans and reports for the Unit.</li> </ul>	<ul style="list-style-type: none"> <li>• Work plan for the Section is developed by start of March and reviewed in July/August.</li> <li>• Personal objectives are set with manager’s, and mid-year and annual appraisals are completed.</li> </ul>

<b>Jobholder is accountable for</b>	<b><i>Jobholder is successful when</i></b>
<ul style="list-style-type: none"> <li>• Complies with all SPC corporate and administrative procedures for all activities undertaken.</li> <li>• Acquits any cash advances for fieldwork activities in a timely manner.</li> <li>• Contributes where applicable to programme, divisional and corporate publications, such as fisheries newsletters, annual reports, and divisional reports for Heads of Fisheries and the Regional Technical Meeting on Coastal Fisheries and Aquaculture .</li> <li>• Produces reports for all activities undertaken in the appropriate format for the activity, including technical reports and trip reports, and input to funding proposals and donor reports.</li> <li>• Fills in for Management and Livelihoods Section staff when they are on leave or duty travel, when required.</li> </ul>	<ul style="list-style-type: none"> <li>• All finances and cash advances used during fieldwork, workshop expenses, and changes to travel arrangement, are acquitted within 2 weeks of completing activity.</li> <li>• Articles for corporate publications and bulletins are provided within the set deadline.</li> <li>• Articles or other inputs are provided for all Programme, Divisional, and Corporate publications within the set deadlines.</li> <li>• Technically sound project and duty travel reports are produced after each country assignment.</li> <li>• Acting roles for CFAP staff are successfully fulfilled.</li> </ul>

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):**

- Addressing and working with logistical constraints and changes in the field when projects do not go according to plan and have to be modified at short notice.
- Providing in PICT support in compliance with all SPC policies and procedures.
- Promoting sustainable nearshore fisheries development and livelihood opportunities that are economically viable in an era when “data collection, conservation, and management” are the focus of fisheries administrations and donors.
- Arranging and adapting trainings and workshops in the field with participants coming from a wide range of educational backgrounds, to meet the needs of the participants.
- Coordinating and liaising with the broad range of actors and stakeholders within the nearshore fisheries development sector with many actors competing with each other.
- Staying on top of new fisheries and technology developments across a broad range of nearshore fisheries.
- Dealing with requests from SPC member and steering them in the direction of realistic and sustainable development activities.
- Providing logistical support to member Fisheries Development Officers in the field when projects do not go according to plan and must be modified at short notice.
- Balancing the administrative workload with the position’s core duties and the management of projects.
- Providing post-harvest handling assistance (seafood quality and exports, value-adding, marketing) to members.
- Forming and encouraging collaboration with other regional organisations, NGOs, and stakeholders for joint projects to maximise service delivery at the national level and avoiding duplication or overlap.

**Functional Relationships & Relationship Skills:**

<b>Key internal and/or external contacts</b>	<b>Nature of the contact most typical</b>
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<p><b>External</b></p> <p>Key external contacts are:</p> <ul style="list-style-type: none"> <li>• Pacific Island governments, and departments involved in coastal fisheries.</li> <li>• Nearshore fisheries development stakeholders, including: private sector; fishing operators; community groups; local and international NGOs; other NSAs; donors; and academic institutions.</li> <li>• Regional and international agencies and organisations, including CROP agencies, FAO, WorldFish, etc.</li> <li>• National fisheries training institutions.</li> </ul>	<ul style="list-style-type: none"> <li>• Gaining cooperation, reporting.</li> <li>• Liaising.</li> <li>• Facilitating, advising.</li> </ul>
<p><b>Internal</b></p> <p>Key internal contacts are:</p> <ul style="list-style-type: none"> <li>• FAME Director.</li> <li>• DD-FAME (Coastal Fisheries &amp; Aquaculture).</li> <li>• CFAP Section Heads.</li> <li>• FAME Planning, Monitoring, Evaluation and Learning unit.</li> <li>• Other SPC technical Divisions – PCCOS, GEM, CCES, HRSD and SDD.</li> <li>• Corporate services, Publications.</li> </ul>	<ul style="list-style-type: none"> <li>• Reporting, explaining, monitoring, gaining cooperation, resolving minor conflicts.</li> </ul>

**Level of Delegation:**

Routine Expenditure Budget: 0 EUR.

Budget Sign off Authority without requiring approval from direct supervisor: 0 EUR.

**Personal Specification:**

**Qualifications**

<p><b>Essential:</b></p>	<p><b>Desirable:</b></p>
<ul style="list-style-type: none"> <li>• Degree in nearshore fisheries development, fishing technology, or a related discipline.</li> <li>• Technical maritime qualification or recognized fishing skipper or fishing master’s qualification.</li> </ul>	<ul style="list-style-type: none"> <li>• Qualifications in fishing vessel operations, minimum Master Class 5</li> <li>• Hazard analysis and critical control points (HACCP) training/certification.</li> <li>• A recognised degree or diploma in fisheries development, fisheries training, sea-food technology, nautical science or a related discipline.</li> <li>• Certificate in assessment and workplace training</li> </ul>

**Knowledge/Experience**

<p><b>Essential:</b></p>	<p><b>Desirable:</b></p>
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<ul style="list-style-type: none"> <li>• At least 7 years of direct relevant experience working and advising on tropical nearshore fisheries development in the Pacific region or other tropical regions.</li> <li>• Knowledge and experience in a range of fishing gears and techniques e.g. deepwater fishing, midwater fishing, pole and line fishing, bait fishing, longline fishing, night fishing techniques, especially small-scale and medium-scale nearshore fishing methods.</li> <li>• Experience in seamanship, safety at sea, and fishing technologies training.</li> <li>• Experience in nearshore fisheries post-harvest handling, value-adding, non-extractive livelihood activities.</li> <li>• Experience in anchored Fish Aggregating Device (FAD) design, construction, site surveys, and deployment methods.</li> <li>• Experience working with PC systems and MS Office/365 and Teams software.</li> <li>• Willingness and demonstrated capacity to travel and undertake overseas assignments in SPC member countries, sometimes under difficult physical conditions.</li> <li>• Excellent communication skills (oral and written) in English, with the capacity to engage effectively with government, public and community audiences.</li> </ul>	<ul style="list-style-type: none"> <li>• A working knowledge of at least one Pacific Island language.</li> <li>• Ability to work in a complex work environment with the patience, creativity, and to deal with institutional and cultural challenges.</li> <li>• Highly organised with excellent structured programme planning and reporting work habits and administration capability.</li> <li>• An aptitude for transfer of skills and knowledge to counterparts, including in cross-cultural contexts.</li> <li>• Experience with training and mentoring counterparts and supervising attachments and staff.</li> <li>• Demonstrated capability in collaborating and working in an integrated programme involving colleagues from different organisations, countries, cultures, and academic backgrounds.</li> <li>• Ability to interact well with the private sector and local communities in the Pacific.</li> <li>• Experience working with non-governmental organisations, and other non-state actors.</li> <li>• Understanding of the current priorities of Pacific islands regional coastal fisheries administrations, and experience of working with gender, culture, and human rights issues relating to coastal fisheries.</li> </ul>
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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"> <li>• Nearshore fisheries development, post-harvest handling, and related livelihoods.</li> <li>• Issues surrounding sea safety for small boat fishers.</li> <li>• Issues surrounding seafood safety.</li> <li>• Issues surrounding the sustainable development of fisheries in the Pacific region including those pertaining to artisanal, sport, and industrial fisheries.</li> <li>• Aptitude for the provision of high-quality service.</li> <li>• Skills to organise and facilitate stakeholder training and workshops.</li> </ul>
Advanced level	<ul style="list-style-type: none"> <li>• Ability to set priorities successfully, working with minimal supervision.</li> <li>• Ability to improvise with the materials, gears, or situation at hand to get the job done to quality standards.</li> <li>• Commitment to continuous improvement</li> <li>• Relevant social, cultural and fisheries socio-economic issues in the Pacific Islands region</li> <li>• Knowledge of the FAO Code of Conduct for Responsible Fisheries and the Ecosystem Approach to Fisheries and their applications</li> </ul>
Working knowledge	<ul style="list-style-type: none"> <li>• Crosscutting issues such as food security, climate change, human rights, and social inclusion.</li> <li>• Broader coastal fisheries management and sustainable development issues.</li> </ul>

	<ul style="list-style-type: none"> <li>• Major fisheries management issues in the region.</li> <li>• Financial aspects of commercial fishing and processing.</li> <li>• A high level of interpersonal skills and cultural sensitivity.</li> </ul>
Awareness	<ul style="list-style-type: none"> <li>• SPC Regulations and Policies.</li> <li>• Regional and International trends in seafood markets and demand.</li> </ul>

### 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.