



JOB DESCRIPTION

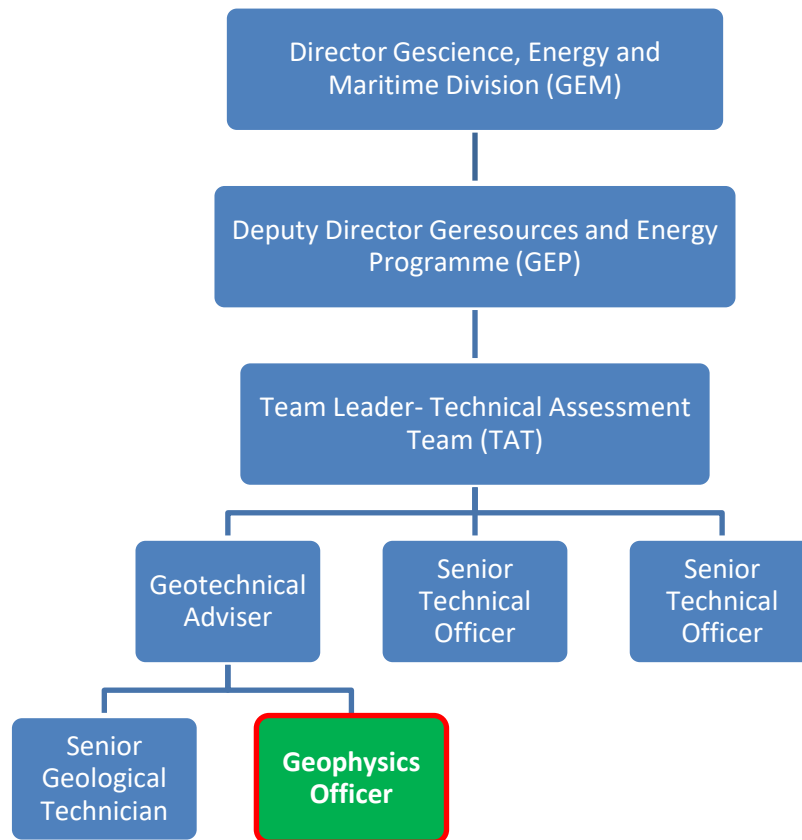
Job Title:	Geophysics Officer
Division/Programme and Section/Project (if any):	Geoscience, Energy and Maritime (GEM) Division, Georesources and Energy Program (GEP)
Location:	Suva, Fiji
Reporting to:	Geotechnical Adviser
Number of Direct Reports:	None
Purpose of Role:	<p>The Geophysics Officer will support the delivery of various GEM Division projects through the provision of expert geophysics services, including geophysical surveys, data analysis/interpretation, report writing, and effectively communicating technical advice under the guidance of the Geotechnical Adviser.</p> <p>The Geophysics Officer will conduct capacity building activities to strengthen the geophysics capabilities of SPC and Pacific Island Countries and Territories. The Geophysics Officer will also support resource mobilisation efforts related to geoscience initiatives</p>
Date:	October 2022

Organisational Context and Organisation Chart

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 26 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 GEM Division uses scientific and technical innovations to develop solutions that help overcome development challenges in the Pacific. GEM consists of four key technical programmes: Disaster and Community Resilience Programme (DCRP), Oceans and Maritime Programme, Georesources and Energy Programme, and Earth and Marine Observation Programme.

Providing energy security and supporting more informed decision making on the use of the region's geophysical resources is at the core of our Georesources & Energy Programme.



Key Result Areas (KRAs):

KRA 1: **Lead geophysical/ geo-scientific surveys** (35%)

KRA 2: **Analyse and interpret geophysical/ geo-scientific data, produce user-friendly outputs, and provide technical advice** (35%)

KRA 3: **Capacity building** (20%)

KRA 4: **Support SPC resource mobilisation efforts** (10%)

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

Jobholder is accountable for	Jobholder is successful when
<p>KRA 1: Lead geophysical/ geo-scientific surveys (35%)</p> <ul style="list-style-type: none"> • Lead the planning, preparation and delivery of geophysical/geo-scientific surveys in marine and terrestrial environments across the Pacific region for multiple SPC projects, with support from the Geotechnical Adviser, as and when required • Conduct desktop research/consultations and plan surveys which are designed to achieve project objectives, while considering budget, timeframe, risks, and other constraints. • Liaise with stakeholders to organise travel and survey logistics, including engagement and consultation with SPC team members, PICT Governments, landowners and partners; • Coordinate pre-survey testing, mobilisation and demobilisation of survey equipment, and ensure equipment is appropriately used during the survey; • Collect terrestrial and marine scientific data and information using appropriate geophysical/ geo-scientific survey methods and equipment (including seismic reflection, gradiometer/magnetometer, multibeam/single beam bathymetry, and seismic refraction) ensuring that quality data is collected and stored appropriately; • Troubleshoot issues, that may arise during fieldwork, requiring problem solving in remote locations and with limited resources and facilities • Communicate effectively with the project management team regarding planning, progress, risks and issues 	<ul style="list-style-type: none"> • Survey planning completed, including; work plan, budget, and risk management strategy • Survey team and equipment successfully deployed, relevant stakeholders consulted, and necessary approvals granted • Survey completed as per plan and relevant data collected and stored appropriately. • Issue which arise during fieldwork resolved and field work resumed • Project management team regularly updated
<p>KRA 2: Analyse and interpret geophysical/ geo-scientific data, produce user-friendly outputs, and provide technical advice (35%)</p> <ul style="list-style-type: none"> • Process, analyse and interpret data using the relevant software • Use raw and processed data to generate relevant outputs such as maps, geophysical models, tables, and graphics • Write and review technical reports and outputs to meet the requirements of project deliverables • Communicate technical information to PICT's and relevant stakeholders • In collaboration with the Geotechnical Adviser, provide technical advice to internal and external stakeholders in relation to 	<ul style="list-style-type: none"> • Data processed, analysed and interpreted using relevant software • Data available in relevant maps, geophysical models, tables, and graphics. • Quality technical reports and deliverables completed in a timely manner • Technical information effectively presented and communicated to relevant stakeholders • Sound technical advice provided to relevant stakeholders to enable informed decision making

relevant geo-scientific issues, including; mineral resources, infrastructure development, natural hazards, maritime boundaries, and geotourism.	
KRA 3: Capacity building (20%) <ul style="list-style-type: none"> Develop capacity building initiatives to strengthen the geophysics capabilities of SPC, in collaboration with the Geotechnical Adviser, as and when required Train SPC staff to undertake geophysical surveys, data analysis, and interpretation. Evaluate SPC's geophysical equipment/software, provide recommendations regarding maintenance, calibration, and upgrades, and support the procurement of new equipment/software when required. Implement and deliver geophysics capacity building initiatives in PICTs through specialist on-the-job training, and attachments to ensure transfer of knowledge and skills; Coordinate geophysics training workshops and knowledge sharing events; 	<ul style="list-style-type: none"> Geophysics and knowledge and skills effectively transferred to relevant SPC staff Equipment and software evaluated and recommendations provided to management New equipment/software procured Geophysics and knowledge and skills effectively transferred to relevant PICTs Workshops and knowledge sharing events delivered
KRA 4: Support SPC resource mobilisation efforts (10%) Under the direction of the Geotechnical Adviser: <ul style="list-style-type: none"> Support the preparation of concept notes, project proposals, work plans, consultations with stakeholders, and budgets Promote the work of the team to potential clients and donors 	<ul style="list-style-type: none"> Relevant input provided as requested by the Geotechnical Adviser

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):

- Conducting geophysical surveys in remote environments with limited communications and support.
- Delivering reports and technical outputs to high standards within allocated project timeframes.
- Liaising with a broad range of internal and external stakeholders.
- Required to travel extensively within the region.

Functional Relationships & Relationship Skills:

Key internal and/or external contacts	Nature of the contact most typical
External <ul style="list-style-type: none"> SPC Member Countries Regional and International Partners 	<ul style="list-style-type: none"> Stakeholder consultation Technical advice

<ul style="list-style-type: none"> • Development partner representatives based in Suva and in other PICTs. • SPC Clients 	<ul style="list-style-type: none"> • Country visits • Networking • Information and data sharing • Data management • Dissemination of relevant information and reports <p>Justification and approval of country visits</p>
<p>Internal</p> <p>Key internal contacts are:</p> <ul style="list-style-type: none"> • Geotechnical Adviser • Team Leader – Technical Assessment • Deputy Director – GEP • Other GEP staff members • Ocean and Maritime Programme • Disaster and Community Resilience Programme 	<ul style="list-style-type: none"> • Discuss work plan and budget • Task allocation • Travel justification, authorization, arrangement and processing • Provide technical advice • Collaboration • Information and data sharing • Discuss general work-related matters

Level of Delegation:

The position holder:

- Routine expenditure Budget: €0
- Budget sign off authority: €0

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"> • Bachelor of Science majoring in geophysics or marine geophysics from a recognized institution. 	<ul style="list-style-type: none"> • Post graduate studies in geophysics

Knowledge/Experience

Essential:	Desirable:
<ul style="list-style-type: none"> • At least 7 years of work experience in geophysics or postgraduate research experience • Demonstrated experience with a variety of geophysical survey methods including, seismic reflection, gradiometer/magnetometer, multibeam/singlebeam bathymetry • Demonstrated experience at geophysical data analysis and interpretation with relevant software, and technical report writing. 	<ul style="list-style-type: none"> • Capacity building experience • Experience/knowledge related to Pacific geology, cultures, and traditional knowledge

<ul style="list-style-type: none"> • Excellent team player and participatory skills; • Ability to plan, prioritise, and coordinate activities; 	
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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"> • Operations and management of marine geophysical and geological surveys, tools, and equipment. • Geotechnical and marine survey software skills • Analytical and technical skills • Interpersonal, liaison, networking, and relationship building skills in a multi-cultural environment, especially with Pacific Islanders •
Advanced level	<ul style="list-style-type: none"> • Aptitude for the provision of high quality, timely service, data collection and delivery • Capacity to transfer technical knowledge and expertise to team members and relevant project partners. • Understanding of the regional issues and priorities as it relates to this sector • Written and oral communication skills, including good written English and the ability to write for and report to a variety of stakeholders to a high standard. • Operational Health and Safety rules
Working knowledge	<ul style="list-style-type: none"> • Broad marine science technical experience • Understanding of development issues and experience within the Pacific Region or similar Islands nations
Awareness	<ul style="list-style-type: none"> • SPC Regulations and Policies • Ability to work effectively in multidisciplinary, cross-cultural environment and to have both gender and cultural sensitivities. • Willingness to undertake frequent travel within the region, including in remote areas.

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 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.