



JOB DESCRIPTION

Job Title:	Hydrogeologist
Division/Programme:	Geoscience, Energy and Maritime Division (GEMD) / Disaster & Community Resilience Programme (DCRP)
Location:	Suva, Fiji
Reporting to:	Water Resources Assessment and Monitoring Coordinator, Disaster & Community Resilience Programme
Number of Direct Reports:	None
Purpose of Role:	Working as part of the Water Resources Assessment, Monitoring, and Management (WRAM) team. The hydrogeologist will work under the supervision of the Senior Hydrogeologist and/or Project Manager within the team to provide support for the development, and implementation of water and sanitation projects across the Pacific within the DCRP, including the Enhancing water -food security and climate resilience in volcanic island countries of the Pacific Project, and “Managing Water Scarcity through Strengthened Water Resources Management” Project (referred to as “ Atoll Water Scarcity Project ”).
Date:	September, 2024

Organizational Context and Organization Chart

The **Geosciences, Energy and Maritime (GEM)** Division of SPC is comprised of three programmes and one Programming Performance and Systems Unit. The three programmes are: i) Oceans and Maritime (ii) Georesources and Energy; and iii) Disaster and Community Resilience.

The **Disaster and Community Resilience Programme (DCRP)** works with SPC’s member countries and territories to support sustainable development outcomes through evidence-based action & partnerships for resilience. In support of this, the DCRP manages a large portfolio of disaster risk reduction, climate change adaptation and water and sanitation projects at the regional and sub-regional levels.

Identified projects relevant under this role include:

The “**Enhancing water -food security and climate resilience in volcanic island countries of the Pacific**” with the objective to enhance water and food security and climate resilience, sustain ecosystem services, and relieve pressure on over exploited coastal aquifers by expanding and assessing the role of volcanic aquifers and by introducing sound groundwater governance frameworks in Fiji, Solomon Islands, and Vanuatu.

Key Outcomes under **Enhancing water -food security and climate resilience in volcanic island countries of the Pacific** Project includes:

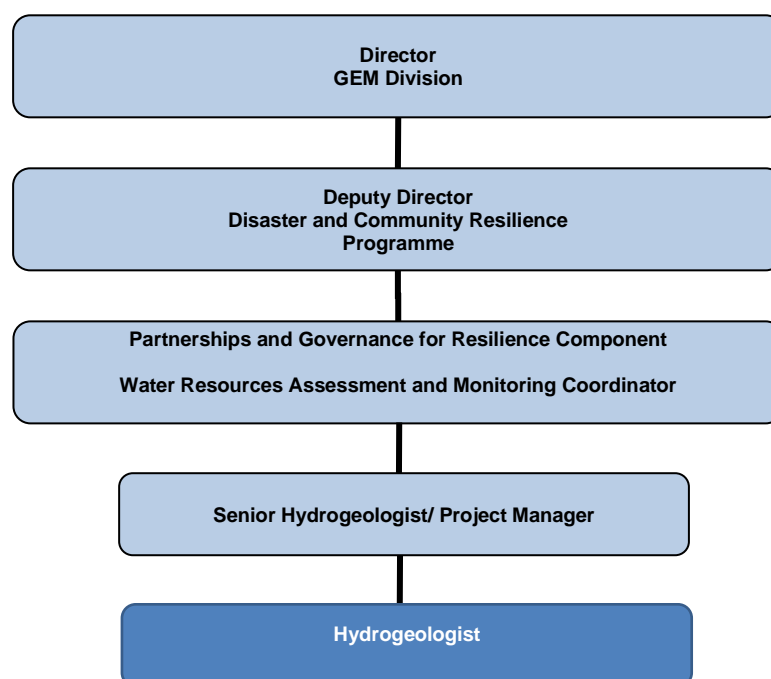
- Improving the knowledge of exploitable groundwater resources in three project island states

- Supporting the development of sound groundwater governance frameworks and policies
- Integrating groundwater into IWRM policies and practices
- Strengthening national capacities in groundwater assessment, monitoring and management

The “**Managing Water Scarcity through Strengthened Water Resources Management**” Project (referred to hereafter as the “**Atoll Water Scarcity Project**”) is being implemented across eight Pacific atoll and raised limestone countries, including the Cook Islands, Kiribati, Marshall Islands, Tokelau and Tuvalu, Tonga, Niue, and Nauru, through the support of the New Zealand Ministry of Foreign Affairs and Trade.

The **Atoll Water Scarcity Project** will provide support to specific water-scarce communities to actively manage resources to improve resilience, to ensure:

- Communities have the infrastructure and capability required to access, collect and store water;
- Communities understand, protect and maintain water resources and infrastructure; and
- Communities are sustainably using water resources and managing risk.



Key Result Areas (KRAs):

The position of **Hydrogeologist** encompasses the following major functions or Key Result Areas:

1. **Technical advice and support** under the theme of Water and Sanitation including projects¹ under this portfolio of work. (40%)
2. **Networking and Communications** to promote water resource information, for improved assessment, development, management, protection and understanding across the region. (20%)
3. **Capacity Building** of country and regional counterparts across all aspects of water and sanitation. Design and implementation of training programs in hydrogeology, geophysics, and other water resource assessment and analysis skills. (20%)
4. **Provision of high-quality technical, administrative, and financial reporting** to ensure SPC standards are maintained. (20%)

¹Projects over the next 5 years (2023–2028) include: GEF Funded Project “Managing Coastal Aquifers Project (EURO4.8M); GEF Funded Project “Enhancing water -food security and climate resilience in volcanic island countries of the Pacific”; MFAT funded “Managing Water Scarcity through Strengthened Water Resources Management”, and other projects and components of projects as required.

5. **Support project implementation** actions to ensure project outputs and activities are delivered within the required time frame to a high quality standard in an efficient and effective manner.

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

Jobholder is accountable for	Jobholder is successful when
<p>KRA 1: Technical advice and support</p> <ul style="list-style-type: none"> • Provide high quality technical advice and support on water resource related technical and research needs at the regional, national and local levels. 	<ul style="list-style-type: none"> • Member countries and SPC are able to demonstrate improvements in water resource assessment, monitoring, management and reporting with improvements in water security and sanitation • Water resource data sets, analysis, and information needs of member countries improved and with greater accessibility • Technical and administrative requirements of projects are delivered as agreed and within time to a standard which meets expectations of SPC, and project partners • Water Resource surveys including geophysics are undertaken in an efficient way producing high quality data with confidence in analysis and interpretation of results. • Timely response and advice to countries and SPC on hydrometeorological disasters. • Project development and design needs are supported resulting in relevant and appropriate project design and mobilization of resources • Conceptual models supported by observations, experience and available literature on groundwater water systems developed.
<p>KRA 2: Networking and communications</p> <ul style="list-style-type: none"> • Establish and develop effective communication and relationships within member countries, development partners, and SPC to promote water resource assessment, development, and management for the region. • Ensure accurate, audience focused sensitive water resource information is accessible and available to a wide variety of relevant stakeholders. 	<ul style="list-style-type: none"> • Relationships are cultivated resulting in long term effective communications with team leaders and team members, country counterparts and other stakeholders to the mutual benefit of all. • Water information is archived according to SPC formats which promotes security and accessibility of data. • Information products are accessible and relevant, provided in a timely manner upon request in formats understanding at both the community and technical level • Strategic communications to promote the application and awareness of water resource information in line with regional strategies supported
<p>KRA 3: Capacity building</p>	<ul style="list-style-type: none"> • Water resource monitoring, assessment, and management skills including data

<ul style="list-style-type: none"> • Actively support and encourage the development of capacity building to strengthen the long-term capacity of country counterparts in water resource assessment, monitoring, development and management through on-the-job training and specially designed training. • Actively develop capacity building across SPC and with counterparts including design and delivery of specific training in hydrogeology, geophysics, data analysis, GIS and water resource management, technical report writing and sanitation skills 	<p>management, analysis, and reporting skills are demonstrably improved within SPC and member country counterparts.</p> <ul style="list-style-type: none"> • Improved technical capacity developed within SPC and member country beneficiaries for hydrogeology, geophysics, water resource management and assessment, data analysis, GIS, and technical report writing needs.
<p>KRA 4: Provision of high-quality technical reporting</p> <ul style="list-style-type: none"> • Provision of high-quality technical reports ensuring SPC standards are met for publication. 	<ul style="list-style-type: none"> • High quality timely technical reports produced in accordance with SPC standards and within expected timeframes.
<p>KRA 5: Support project implementation.</p> <ul style="list-style-type: none"> • Project implementation actions and requirements are undertaken and completed with efficiency, and within SPC policy and procedures. 	<ul style="list-style-type: none"> • Project procurements are effectively done and managed in accordance to the SPC Procurement Policy • Project management support at national level • Support for development of new projects and resource mobilization.

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):

- Multi-tasking in a complex multi stakeholder environment
- High workloads requiring prioritization in an often-intense environment for time and attention
- Ensuring technical advice is relevant and appropriate to diverse needs of donor, SPC and country requirements and reporting is completed in a timely manner and to a high standard
- Meeting project timelines

Functional Relationships & Relationship Skills:

Key internal and/or external contacts	Nature of the contact most typical
<p>External</p> <ul style="list-style-type: none"> ▪ SPC Focal Points of member countries (technical and administrative) ▪ Funding partners, such as UNDP, FAO, DFAT, MFAT, World Bank, USAID etc ▪ Water and Sanitation Networks ▪ Regional partners and donors ▪ Contractors and consultants ▪ Suppliers and service providers 	<ul style="list-style-type: none"> ▪ Direct in country liaison ▪ Direct on island interaction for consultation, planning and project implementation ▪ Provision of technical support, remote and in country
<p>Internal</p> <ul style="list-style-type: none"> ▪ SPC Finance, Travel, and Procurement units 	<ul style="list-style-type: none"> ▪ Develop linkages with other projects and activities, coordinate these actions for the benefit of projects and countries.

<ul style="list-style-type: none"> ▪ Water Resources Assessment and Monitoring Assessment Coordinator ▪ Water Resources Assessment and Monitoring Assessment team members ▪ Water Governance Coordinator ▪ DCRP Deputy Director ▪ Water and Sanitation Team members ▪ GEM Division and specifically DCRP staff ▪ Cross Divisional SPC staff 	<ul style="list-style-type: none"> ▪ Provide strategic advice on project activities. ▪ Reporting on the technical and management issues with SPC managers. ▪ Technical support with other professional staff.
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Level of Delegation:

Routine Expenditure Budget: 0 Euro

Budget Sign off Authority without requiring approval from direct supervisor: 50 Euro

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

<p>Essential:</p> <ul style="list-style-type: none"> ▪ A Master of Science degree (MSc) with a specialization in a relevant field such as hydrology, hydrogeology, groundwater modelling or water resources engineering (and/or equivalent work experience) 	<p>Desirable:</p> <ul style="list-style-type: none"> ▪ Master degree ▪ Qualifications and/or equivalent work experience) in one or more of the following fields: natural resource management, groundwater modelling, Sanitation and Hygiene (WASH), water supply/sanitation engineering, emergency response in WASH
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Knowledge/Experience

<p>Essential:</p> <ul style="list-style-type: none"> ▪ At least 7-8 years of experience in water resource assessment, monitoring, and development. ▪ Experienced in the application and analysis of hydrological data, and database management to develop information products. ▪ Demonstrated experience in the use and application of GIS ▪ Demonstrated experience in groundwater management. ▪ Excellent communication and report writing skills. ▪ Demonstrated project management and organizational skills ▪ Demonstrated experience of working and managing projects in remote locations. ▪ Demonstrated experience of working in a aid/development context ▪ Knowledge of Gender Equity and Social Inclusion, (GESI), and People Centred Approaches (PCA) in delivery of projects. 	<p>Desirable:</p> <ul style="list-style-type: none"> ▪ Experience in hydro-chemistry and/or isotope hydrology ▪ Demonstrated experience of working in water and sanitation in Pacific Island environments ▪ Development of drought management strategies ▪ Financial management experience ▪ Demonstrated experience in the application, design, analysis and interpretation of geophysics for groundwater assessments.
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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 on:	<ul style="list-style-type: none"> • Water Resource monitoring, assessment, and development in remote locations and island settings • Advanced technical reporting skills
Advanced level on:	<ul style="list-style-type: none"> • Hydrological data management • Advanced data analysis skills • Advanced geophysics suitable for groundwater assessment • Design and construction of sustainable water abstraction technologies suitable for remote locations • Skills and toolkits associated with effective community consultation and outreach, and GESI • Computer skills including data handling and the use of word processing, spreadsheet and database applications with Microsoft Word, Excel, PowerPoint
Working knowledge on:	<ul style="list-style-type: none"> • Water and sanitation needs in developing countries in particular Pacific Island countries • WASH in emergency situations • Project Management • Alternative water and sanitation options applicable in the Pacific such as RWH, desalination, alternative sanitation technologies.
Awareness on:	<ul style="list-style-type: none"> • Understands SPC's role in Pacific Island's development and resource management • Aware of international and Pacific regional initiatives in disaster resilience and water resources management. • Awareness of Pacific Island cultures and range of challenges in the regional, national and local scales.

Key Behaviors

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 able to work with a diversity of people
- Demonstrated high level commitment to customer service and high-quality reporting
- Physically fit
- The ability to work unsupervised
- Clear and effective communicator

- Good leadership and supervisory skills.
- Highly motivated and strong affinity to teamwork

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.