



JOB DESCRIPTION

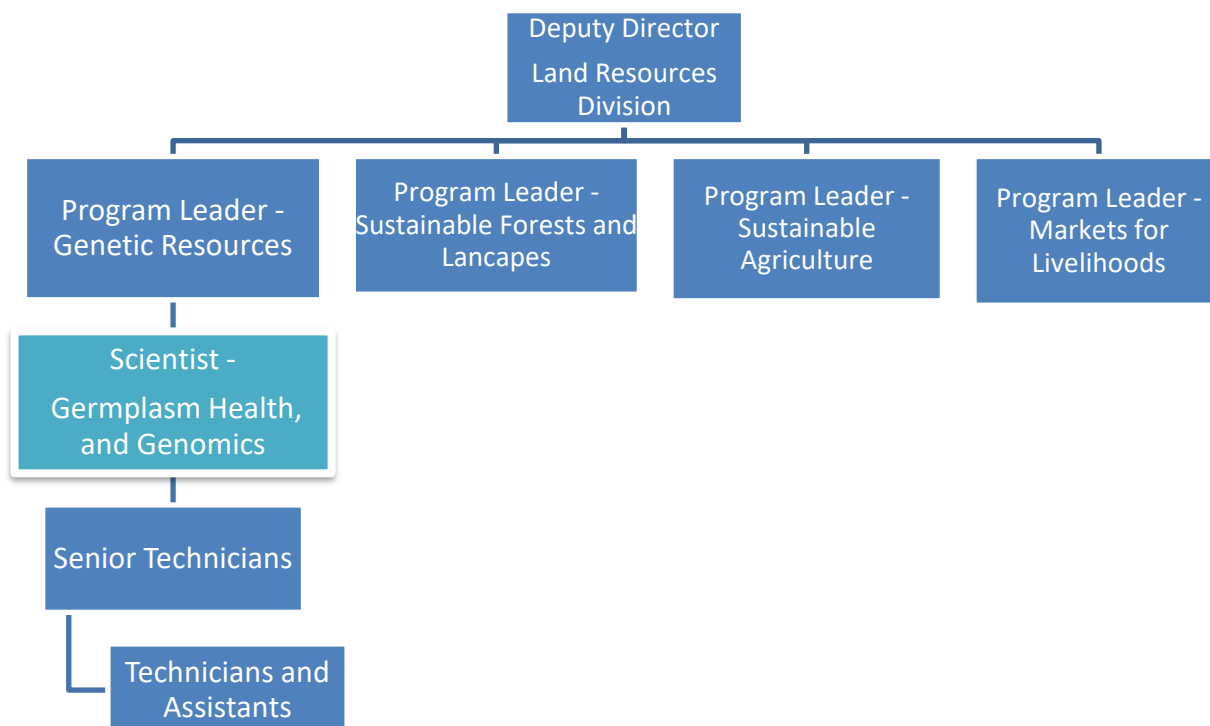
Job Title:	Scientist-Germplasm Health, and Genomics
Division/Program and Section/Project (if any):	Land Resources Division/Genetic Resources Pillar/CePaCT
Location:	Suva, Fiji
Reporting to:	Program Leader – Genetic Resources
Number of Direct Reports:	5 - 8
Purpose of Role:	Oversee and manage the day-to-day functions of the Germplasm Health and Genomics unit in the Centre for Pacific Crops and Trees (CePaCT) including technical responsibilities for independent assignments in molecular diagnostics, plant virology and genomics requiring research, analysis, interpretation, conclusions, and decisions. The role will also be responsible for the management of research/scientific team and project management.
Date:	September 2024

Organizational Context and Organization Chart

The Pacific Community (SPC) is the principal scientific and technical organization in the Pacific region, supporting sustainable development since 1947. It is an international development organization owned and governed by our 27 country and territory members. We work for the well-being of Pacific peoples through the effective and innovative applications of science and knowledge, guided by a deep understanding of Pacific Island context and cultures. (www.spc.int)

This position is in the **Land Resources Division (LRD)** which provides effective expert scientific advice, capacity building and services on conservation, development and utilization of plant genetic resources, forest and landscape management, resilient agricultural systems, diversification of livelihood strategies and access to markets to maintain ecosystem services and improve land productivity and the food, nutrition security and resilience of Pacific communities.

LRD has expertise in genetic resource conservation, resilient agriculture, biosecurity, pest and disease management, agricultural extension, plant pathology, entomology, and animal health. It collaborates with governments, regional organisations, civil society and other SPC divisions to pinpoint the needs and priorities of Pacific countries and communities and provide technical expertise to address them. This mission is realized through four main thematic work areas, or pillars, and a progressively integrated approach to programming that works towards achieving SPC's development goals.



Key Result Areas (KRAs):

The key results areas of the position are categorized into the following key accountabilities:

- Overall management of the Germplasm Health and Genomics Unit.
- Lead and oversee the scientific and technical activities including research extending to the SPC member countries (advisor)
- Contribute and participate in CePaCT current and future projects.
- Responsible for management of human resources.

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

Jobholder is accountable for	Jobholder is successful when
<p>KRA 1: Overall management and coordination of CePaCT’s Germplasm Health and Genomics (GHG) unit.</p> <ul style="list-style-type: none"> • Manage/Coordinate overall operations of the Germplasm Health and Genomics unit within the CePaCT. • Lead and manage the technical/research team and facility and work towards creating a positive environment that encourages constructive collaboration and debate as well as efficient and timely delivery of outputs. 	<ul style="list-style-type: none"> • Work closely with the Program Leader to coordinate all Germplasm Health and genomics activities. • Develop annual workplans for team activities and support staff with the development of individual workplans. • Support the development and alignment of Standard Operating Procedures (SOPs) for key GHG functions. • Ensure all testing standards and protocols are maintained as per international standards and requirements such as pathogen testing and pathogen free standards before distributions. • Ensure team compliance with all SOPs of the CePaCT and SPC and records of activities developed and maintained. • Provide technical and scientific advice and support services on pathogen testing, genotyping, etc. for the unit.

	<ul style="list-style-type: none"> • Keep up to date with latest developments and accepted protocols relevant to the projects spearheaded by SPC. • Develop procedures and processes in consultation with the Program Leader and Curator-CePaCT for all key activities of Germplasm and genomics unit. • Monitor compliance to all Germplasm Health policies, procedures, requirements, and standards; and update the team (and leadership team) regularly on all compliance checks and audits. • Contribute and provide advice and recommendations for improvements in managing the Germplasm Health and genomic unit's functions, risks, and deliverables. • Coach, mentor and develop team members on relevant technical and scientific needs including on the job training with various testing methodologies and procedures. • Provide high-level reports for GHG unit activities in a timely manner. • Proper and regular documentation of all key GHG unit operations and activities for verification of results following CePaCT documentation approved procedures in place. • Participate in regional and international meetings/conferences to support Germplasm Health and Genomics Unit research (objectives and agendas). • Actively contribute and participate in financial planning (budgets and forecasts), annual work plans, leadership meetings and forums (representing SPC) for the Genetic Resources team. • Responsible for people management of its immediate and team reporting lines including development needs and performance conversations and reviews.
<p>KRA 2: Develop high level research methodologies and provide advanced level scientific and technical advice and support both internally and externally including SPC member countries (advisor).</p> <ul style="list-style-type: none"> • Provide advanced level scientific and technical advice on germplasm health and genomics related areas and issues both internally and externally. • Coordinate and support the research-based activities of current and future projects at SPC including genomics' and molecular diagnostic for pathogens, genetic resources for future sustainability, etc. 	<ul style="list-style-type: none"> • In consultation with the Program Leader, create internal annual and long-term plans on GHG research activities. • Prepare and contribute towards the scientific publications, project reports, policy briefs, and presentations at professional workshops, seminars, and forums. • Lead and manage all Germplasm and genomics data analysis, findings, reporting and discussions on matters relating to the current and future projects. • Design and carry out investigations where a limited number of relevant precedents exist and solve problems with appropriate judgement and solutions. • Identify and ensure research needs are addressed in a timely manner e.g., equipment's are well maintained,

<ul style="list-style-type: none"> • Consistently lead, manage, and evolve SPC’s research plans and form insights and publish relevant and critical information for the Pacific. • Formulate comprehensive research strategies, methodologies and analytical frameworks and processes. • Provide advanced level scientific and technical advice and expertise to the Program Leader and lead capacity development and capability enhancement within the Team. 	<ul style="list-style-type: none"> • conduct stock takes, procurement of relevant chemicals and equipment, etc. • Support capacity building (such as on the job and classroom-based trainings for the team) in specialized field of works within the Genetic Resources pillar and for key stakeholders e.g., molecular technologies, pathogen testing. • Supervise MSc and PhD students on Pathogen diagnostic and genomics work as required by SPC and relevant projects.
<p>KRA 3: Contribute and participate in all CePaCT current and future projects.</p> <ul style="list-style-type: none"> • Contribute to a manager capacity in all project-related matters including scoping, planning, implementation, funding, and reporting. • Build and maintain good relationships with other counterparts, stakeholders, and project partners. • Formulate comprehensive research strategies, methodologies and analytical frameworks and processes. • In consultation with the Program Leader, and the Monitoring, Evaluation and Learning Officer, lead/oversee/coordinate relevant project execution, communications, and processes. 	<ul style="list-style-type: none"> • Support (and when required lead) in resource mobilization efforts of the CePaCT team through idea generation, concept notes, proposal writing, editorial and review (e.g., literature review) duties, budgeting, and project specification. • Prepare, manage, and review the project work schedules, plans and activities for all relevant projects and provide timely progress updates. • Organize and coordinate regional and staff workshops related to projects. • Support the development of research proposals and strategic planning initiatives for CePaCT. • Actively seek opportunities for communication products to create visibility of project activities and promote awareness on key issues important to the work. • Prepare high level reports on project activities.
<p>KRA 4: Program and administrative support.</p> <ul style="list-style-type: none"> • Provide advanced level scientific and technical advice and expertise to the Program Leader • Lead capacity development and capability enhancement within the Team. • Support the overall functions of the Genetic Resources program as well as across the LRD. 	<ul style="list-style-type: none"> • Coach and mentor team members, member countries and relevant stakeholders in capacity development and enhancement. • Support the Program Leader to deliver LRD and SPC’s priorities including trainings, technical advice across the Pacific. • Proper coordination of capacity building/development events including the development of training plans, liaising with external stakeholders, securing external support (if required) and providing high level training reports in compliance with SPC’s reporting expectations. • Promote, represent, and coordinate all communications in relation to the Germplasm health and genomics work in consultation with the Program Leader.

	<ul style="list-style-type: none"> • Stand in as Officer in Charge for the Genetic Resources Program in the absence of the Program Leader. • Attend external meetings, conferences on the Program Leaders behalf when required. • Provide timely advise to the Program leader on operational, staff and other technical issues pertaining to the Germplasm Health and Genomics work. • Support the coordination of the Genetic Resources team internal and external meetings. • Support the development/collation and review of the Genetic Resources reports and other relevant documents as required. • Active contribution and/or participation in LRD meetings, events including supporting the alignment of activities across relevant programs in LRD.
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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 various forms of analysis using numerous techniques that are highly specialized and technically demanding.

Functional Relationships & Relationship Skills:

Key internal and/or external contacts	Nature of the contact most typical
External <ul style="list-style-type: none"> • International Scientists and Collaborators • Project Development Partners, Donor Agencies and multilateral organizations • Representatives of member countries • Overseas missions and members 	<ul style="list-style-type: none"> • Providing high level advice and collaboration on technical matters, project coordination and implementation. • Advocating of regional and international priorities of importance to the region • One-on-one meetings on topical issues
Internal <ul style="list-style-type: none"> • All units of the Land Resources Department, including leadership team members. 	<ul style="list-style-type: none"> • High level expertise advice and knowledge sharing with internal staff, gaining consensus, resolving issues, directing, motivating, and coaching staff.

Level of Delegation:

Routine Expenditure Budget: 0 EUR

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

Personal Specification:

Qualifications

Essential:	Desirable:
<ul style="list-style-type: none"> A master's degree with emphasis on molecular diagnostics, microbiology or virology. 	<ul style="list-style-type: none"> A PhD in relevant scientific areas of microbiology, molecular diagnostics, or virology.

Knowledge/Experience/ Skills

Essential:	Desirable:
<ul style="list-style-type: none"> A minimum of 8 years of extensive specialized experience in the relevant scientific field, normally gained through relevant professional qualifications together with significant post qualification practical experience. Expert level of knowledge in plant virology, diagnostic methodologies, plant genotyping, research design and publications. Extensive people leadership experience Highly skilled communicator, facilitator, and mediator with demonstrated experience in building effective and enduring relationships with a variety of stakeholders, partners, and agencies across the region. Demonstrated thought leadership and critical thinking. Has world level understanding and knowledge of the industry to be able to successfully develop and deliver allocated projects/programmes. 	<ul style="list-style-type: none"> Good understanding of international and regional plant genetic resources intellectual property rights and phytosanitary issues as well as other legal issues related to relevant international treaties and gene bank operations. Experience in fund-raising, proposal development, and project management. Experience in working in cross cultural environment.

General Competencies:

The Land Resources Department has developed a capability framework to achieve greater consistency across the department to build capacity and capabilities within the teams. The framework provides a common platform to clarify performance expectations and job behaviors required of by each position at different levels.

Core Capabilities	Level of Expertise Requirement	Definition
Technical Knowledge ('know how')	Advanced	Analytical thinking, drive outcome/output, research methodologies and frameworks, ability to report and publish research papers.
Engage	Advanced	Ability to communicate effectively with diverse groups of audience, commit and deliver high level of customer satisfaction, collaborate effectively within teams and stakeholders, and able to negotiate and influence relevant groups of people to drive high level engagements and outcomes.
Enable	Advanced	Manage and deliver results, ability to plan and priorities, critical thinking and able to solve varied and complex problems and demonstrate high accountability.

Personal Attributes	Adept	Display resilience and courage in teams, act with integrity, ability to manage self and lead teams, and empower and encourage diversity.
People Management	Adept	Manage and lead diverse teams and promote development and capability enhancement, inspire others, oversee, and enhance work outcomes, encourage change and innovation within the team.
Language and Culture	Adept	Promote, monitor, and support language diversity and cultures in all its dealings – within SPC and outside SPC.

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 which may also include 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.

(Signature)

Name:

Position: Senior Scientist – Germplasm Health and Genomics

(Signature)

Name

Position Program Leader – Genetic Resources