



JOB DESCRIPTION

Job Title:	Senior Technical Officer - (Disaster Risk Management and Climate Change Operations)
Division/Programme and Section/Project (if any):	Geoscience, Energy and Maritime (GEM) Division, Disaster and Community Resilience Programme (DCRP)
Location:	Suva, Fiji
Reporting to:	Disaster Risk Team Leader
Number of Direct Reports:	Nil
Purpose of Role:	The purpose of this role is to provide advice on country-level initiatives to improve the use of hazard risk data in Disaster Risk Management (DRM) and Climate Change (CC) related decision-making and action; and to provide DRM/CC operational advice and coaching, including for a range of urban, community and coastal resilience and risk reduction assessments, workshops and initiatives being implemented in Pacific Island countries.
Date:	August 2023

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 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 GEM Division¹ 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.

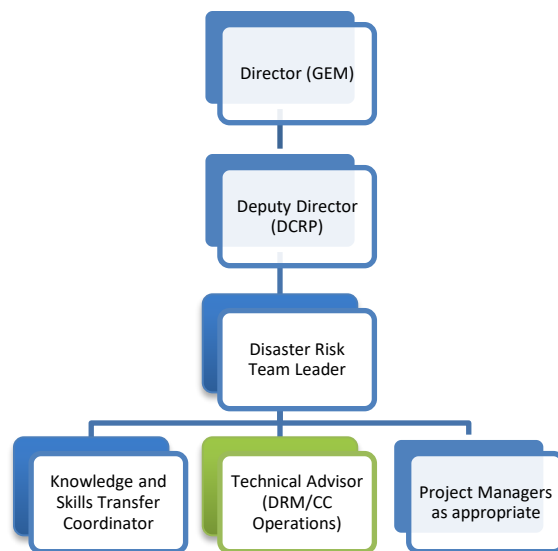
SPC has brought together its efforts in disaster risk reduction and water and sanitation, along with relevant climate change adaptation and natural resource management initiatives, into an integrated Disaster and Community Resilience Programme (DCRP). Part of SPC's Geoscience, Energy and Maritime (GEM) Division, the DCRP was formed to better support our Member Countries achieve their sustainable development goals through evidence-based action and partnerships for resilience. By bringing these related areas together, the DCRP is focusing SPC efforts to support Member Countries to demonstrate strengthened resilience through

¹ <https://gem.spc.int/>

integrated actions on disaster risk management, climate change adaptation, natural resource management and increased access to water and sanitation. The DCRP delivers this work through a series of projects and programme funding, coming together through integrated programmatic delivery (<https://gem.spc.int/key-work/DCRP>).

This role is engaged to work on phase two of the Building Safety and Resilience in the Pacific project (BSRP II) in the first instance. BSRP II is a EUR 14 million project and sitting within DCRP. It commenced in 2022, building on the first phase of BSRP (2013-2020). BSRP II is implemented by SPC in collaboration with agencies from 15 Pacific Island Countries (PICs) as part of the 11th European Development Fund (EDF) Intra-African, Caribbean and Pacific (ACP) Natural Disaster Risk Reduction Programme (NDRRP) supported by the Organisation of African, Caribbean and Pacific States (OACPS) and European Union Delegation (Suva).

As a technical role, the Technical Advisor (DRM/CC Operations) will report directly to the Disaster Risk Team Leader as shown below.



Key Result Areas (KRAs):

1. Providing technical expert advice to improve the use of hazard risk data in DRM/CC-related decision-making and action in PICs. (30%)
2. Providing technical operational advice, coaching and capability building on DRM/CC initiatives being implemented in PICs. (45%)
3. Supporting the capacity and efficacy of SPC’s DCRP by providing technical expert advice and promoting productive relationships, best practice and innovation with stakeholders. (25%)

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

Jobholder is accountable for	Jobholder is successful when
<p>KRA 1: Providing technical expert advice to improve the use of hazard risk data in DRM/CC-related decision-making and action in PICs (30%)</p> <ul style="list-style-type: none"> • Assist to identify DRM/CC information data needs at sub-national, national and regional levels. • Support the development and local use of risk assessment/profile templates and tools for different decision-makers (including decision-makers in government, business, communities and families/households). • Support the assessment of disaster and CC impact costs from a risk management technical perspective. 	<ul style="list-style-type: none"> • PIC decision-makers increasingly have access to accurate and up-to-date hazard risk data to inform their decisions. • PICs are able to effectively and consistently use risk assessment/profile templates.

<p>KRA 2: Providing technical operational advice, coaching and capability building on DRM/CC initiatives being implemented in PICs (45%)</p> <ul style="list-style-type: none"> • Provide sound, risk informed, culturally appropriate and inclusive DRM/CC technical operational advice to support BSRP II Implementation Officers, in-country coordinators and collaborating agencies in PICs to finalise feasible regional and country plans that will deliver practical benefit and are cost effective. • Provide sound and risk informed DRM/CC operational advice and coaching across a range of national, sub-national, urban, community and coastal resilience initiatives being implemented in PICs. • Support the integration of traditional and new knowledge risk reduction and resilience techniques. • Contribute to the implementation of an SPC DCRP-wide capability building strategy for the DRM/CC workforce. • Design, organise and facilitate meetings, workshops and forums related to DRM/CC hazards and risks. • Ensure implementation quality across BSRP II-funded initiatives is maintained. • Ensure operational learnings are integrated into adaptive management planning within BSRP II initiatives and across DCRP more broadly. 	<ul style="list-style-type: none"> • Detailed BSRP II regional and country plans are practical and feasible and take into account cultural, gender and social inclusion considerations. • DRM/CC initiatives implemented by PICs with SPC advice are of a high technical quality, apply best practice, and achieve the desired outcomes. • Tangible improvements are made to the capacity of PICs to establish and implement a range of DRM/CC actions. • Stakeholder awareness and knowledge of strengthening disaster risk reduction and resilience increases over the life of the project.
<p>KRA 3: Supporting the capacity and efficacy of SPC's DCRP by providing technical expert advice and promoting productive relationships, best practice and innovation with stakeholders. (25%)</p> <ul style="list-style-type: none"> • Ensure BSRP II initiatives are delivered within the context of, and contributes to the achievement of, the Framework for Resilient Development in the Pacific (FRDP) and Sendai Framework goals and targets. • Contribute technical DRM/CC advice into formal and informal reporting to donors, development partner and within SPC as required. • Promote collaborations and relationships within DCRP, GEM Division and SPC. • Promote networking between key stakeholders, individuals and projects involved in risk reduction and resilience. • Share best practice, lessons learned and innovations amongst DRM/CC stakeholders across the Pacific region (including those from regional, government, non-government, private and education sectors) and through communities of practice. • Support implementation of the SPC Post Disaster Support Framework as required. • Support the development of proposals, including to source assistance from donors and other development partners in the region. 	<ul style="list-style-type: none"> • BSRP II contributes to the achievement of FRDP and Sendai Framework goals and targets. • Project activities enhance cross-divisional activities and cooperation within DCRP, GEM and SPC. • Regional cooperation and coordination on disaster risk management and climate change adaptation is strengthened as a result of BSRP II. • Technical learnings from BSRP II are integrated into future project proposals produced by DCRP. • Appropriate post-disaster support is provided to Pacific Island countries.

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):

- Simultaneously contributing to (often at a distance) a range of both small and large DRM/CC initiatives across multiple PICs with varying needs, and ensuring consistency and quality is maintained.
- Travelling regularly and extensively. The travel may also subject the incumbent to the possibility of many health hazards such as COVID-19, malaria and dengue fever, non-potable water supplies and poor sanitary facilities.
- Understanding the cultures within the Pacific region - it is important that the incumbent maintain a good understanding of the cultures and their respective traits as ignorance of these may hamper efforts.
- Working collaboratively within DCRP/GEM/SPC and with other development agencies and projects with their own requirements and priorities.

Functional Relationships & Relationship Skills:

Key internal and/or external contacts	Nature of the contact most typical
<p>External</p> <p>Key external contacts are:</p> <ul style="list-style-type: none"> • Other regional and international organisations • National government agencies • NGOs and civil society groups across the region • Private sector organisations across the region. • Recipient communities in the countries • Media (national and regional) • Consultants and firms • Climate change and disaster risk management networks 	<ul style="list-style-type: none"> • Advising, supporting and provision of services • Coaching, facilitating and capability building • Consulting, liaising, and collaborating • Knowledge and information sharing • Public relations • Strategic collaboration
<p>Internal</p> <p>Key internal contacts are:</p> <ul style="list-style-type: none"> • DCRP Deputy Director, Team Leaders, Project Managers and project and technical staff • GEM Director, MERL and communications teams • Professional staff from related SPC projects/divisions • SPC Operations and Management teams, in particularly HRSD and CCES 	<ul style="list-style-type: none"> • Advising, facilitating and supporting • Consulting, liaising, and collaborating • Reporting

Level of Delegation:

Routine Expenditure Budget: Nil

Budget Sign off Authority without requiring approval from direct supervisor: Nil

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"> • A degree in an appropriate field of science, engineering, climate change and/or disaster risk management from a recognised university (or equivalent work experience). 	<ul style="list-style-type: none"> • An advanced degree in the same disciplines.

Knowledge/Experience

Essential:	Desirable:
<ul style="list-style-type: none"> • At least 10 years experience in disaster and climate risk identification/evaluation, reduction, mitigation and adaptation at an operational level, including through the integration of traditional and new knowledge risk reduction and resilience techniques. • Knowledge of the Framework for Resilient Development in the Pacific and Sendai Framework. • Excellent knowledge of written and spoken English. • Proven experience in risk assessment, mapping and GIS data management, as well as the assessment of the cost of disaster and climate change impacts. • Proven experience in providing DRM/CC action operational advice, preferably at across a range of levels, disciplines and initiatives (including national, sub-national, urban, community and coastal resilience initiatives). • Proven experience in design and implementation of risk reduction projects and programmes. • Demonstrable knowledge of, and experience in, disaster and emergency response coordination. • Demonstrable Pacific cultural awareness and engagement experience, including coaching and mentoring Pacific country counterparts towards the achievement of strategic and operational goals. • Proven experience working in multicultural environments. • Demonstrable knowledge of development approaches that promote human rights, inclusion and low carbon solutions. 	<ul style="list-style-type: none"> • Knowledge of Pacific languages • Familiar with members of the Council of Regional Organisations of the Pacific (CROP) and key Pacific stakeholders for climate change and DRM.

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"> • Able to effectively communicate and advocate on complex DRM/climate change issues and solutions with a diverse range of technical and non-technical audiences. • Organisation, facilitation, negotiation, collaboration and interpersonal skills. • Networking and relationship building skills in a multi-cultural environment, especially with Pacific Islanders. • Prioritisation, problem solving and risk management skills. • Critical thinking and risk-informed decision-making skills. • Written and oral communication skills, including in English.
Advanced level	<ul style="list-style-type: none"> • Planning, coordination, and community engagement skills. • Able to build trust, influence, build capability and create behavioural change. • Able to undertake and document quality assurance in a systematic manner • Analytical, technical, and results-orientated intervention design and management skills. • Able to take initiative and work without supervision. • Able to learn from experiences and apply learnings to new situations and contexts.

Working knowledge	<ul style="list-style-type: none"> • PC-based computer skills, including across all Microsoft platforms, ArcGIS, Mapinfo. • Able to document all actions and outcomes involved in the implementation of regional initiatives. • Willingness and demonstrated capacity to travel and undertake overseas assignments in SPC member countries, sometimes under difficult physical conditions.
Awareness	<ul style="list-style-type: none"> • SPC Regulations and Policies

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.