

**Job Description**

Job Reference:	
Job Title:	Fisheries Management Advisor
Work Unit:	Fisheries Management Division
Responsible To:	Director Fisheries Management Division
Responsible For:	No staff to supervise
Job Purpose:	This job exists to-: Provide advice and support to FFA member countries in the development and implementation of effective national, subregional and regional tuna fisheries management arrangements that support their sustainable development aspirations.
Date:	August 2016

**The FFA Mission and Vision**

**Vision of the Members of the Pacific Islands Forum Fisheries Agency**

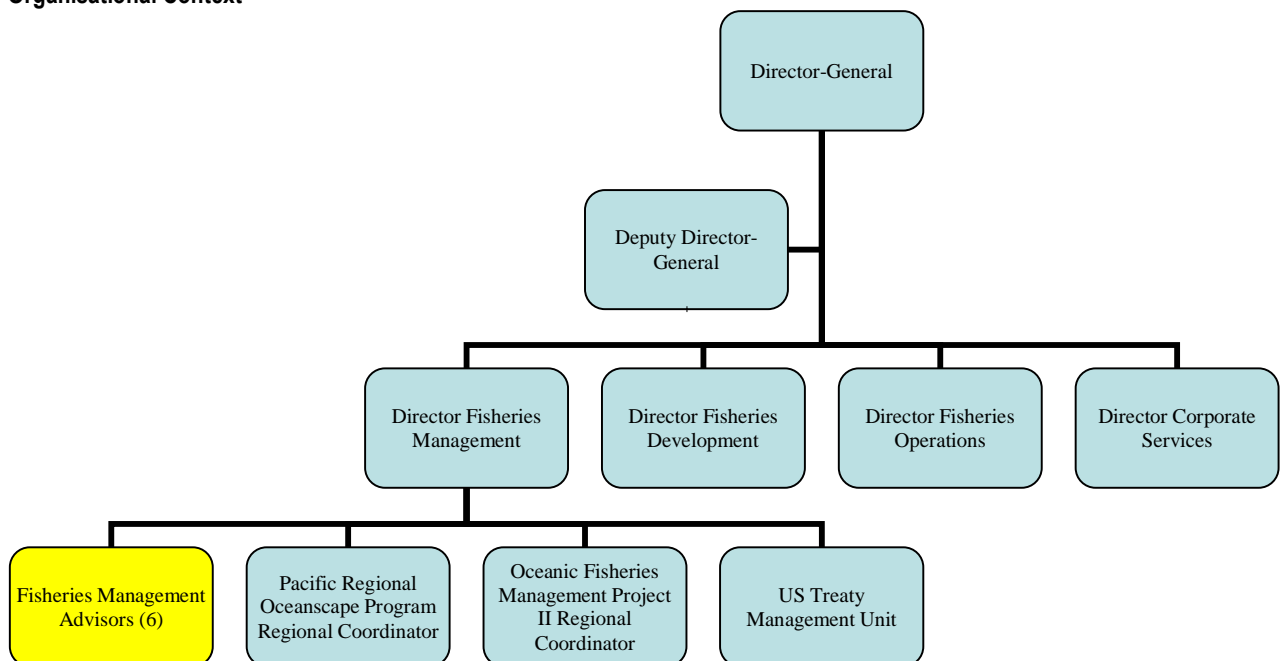
Our people will enjoy the highest levels of social and economic benefits through the sustainable use of our offshore fisheries resources.

**Mission for the Pacific Islands Forum Fisheries Agency**

To drive regional cooperation to create and enable the maximum long term social and economic benefit from the sustainable use of our shared offshore fishery resources.

FFA Strategic Plan 2020

**Organisational Context**



## Key Result Areas

The Key Result Areas for this post

<ol style="list-style-type: none"> <li>1. Provision of Technical Advice to FFA members</li> <li>2. Research and Development</li> <li>3. Fishery Management</li> <li>4. Networking Relationships</li> </ol>
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The performance requirements of the Key Result Areas are broadly described below;

<b>is accountable for</b>	<b>and is successful when</b>
<p><b>1. Provision of Technical Advice to FFA member countries</b></p> <ul style="list-style-type: none"> <li>• Advise and assist FFA members to identify, prioritize and analyse fisheries management issues.</li> <li>• Advise and assist FFA members to develop and/or reform national oceanic fisheries management plans, policies, institutions and programs.</li> <li>• Advise, assist and support FFA members engage effectively in the WCPFC and other regional and subregional fisheries management organisations.</li> </ul>	<ul style="list-style-type: none"> <li>• FFA members' interests in fisheries management are secured.</li> <li>• Advice is relevant and in line with overall regional development priorities.</li> <li>• Policies are updated.</li> <li>• Members able to successfully participate in WCPFC and other regional meetings to promote SIDS aspirations and secure opportunities for development</li> </ul>
<p><b>2. Research and Development</b></p> <ul style="list-style-type: none"> <li>• Analyse and assess impact of existing, new or proposed national and regional fisheries management measures and arrangements on FFA members' tuna fisheries interests.</li> <li>• Act as the FFA focal point on management of non-target stocks associated with tuna fisheries.</li> </ul>	<ul style="list-style-type: none"> <li>• Review or Evaluation reports completed and recommendations documented and accepted.</li> <li>• Presentation of high quality papers on fisheries management matters.</li> <li>• All FFA stakeholders are fully informed of tuna fisheries bycatch issues and activities.</li> </ul>

is accountable for	and is successful when
<p><b>3. Fishery Management</b></p> <ul style="list-style-type: none"> <li>• Prepare information/negotiating briefs for FFA members on fisheries management and science (including stock assessment and modelling) issues related to the work and meetings of the WCPF Commission and its subsidiary bodies.</li> <li>• Provide and coordinate training on responsible and sustainable fisheries management including delivering national oceanic fisheries management workshops.</li> <li>• Support fisheries management activities of the Forum Fisheries Committee and related sub-committees and working groups.</li> <li>• Assist other staff throughout the FFA to prepare and implement work programs in relation to fisheries management activities in FFA member countries.</li> <li>• Assist with the preparation and supervision of technical and feasibility studies and oversight of terms of reference for consultants and contractors.</li> </ul>	<ul style="list-style-type: none"> <li>• Preparation and submission of briefs of excellent quality to FFA members and other stakeholders.</li> <li>• Revised and relevant policies for national development plans are completed.</li> <li>• Training workshops are successfully implemented and fisheries management issues covered.</li> <li>• Review/Evaluation reports completed and recommendations documented and accepted.</li> </ul>
<p><b>4. Networking Relationships</b></p> <ul style="list-style-type: none"> <li>• Foster effective relations with the oceanic fisheries managers of FFA member countries and other key stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>• Effective networking relationships built.</li> <li>• Relevant integrated services and policy provided.</li> <li>• Professional networks of FFA members, intergovernmental fisheries agencies, CROP agencies, NGOs and representatives from non-FFA members are developed and maintained to ensure accurate advice to members.</li> </ul>

**Note:**

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.

**Work Complexity**

<p>The most challenging duties typically undertaken-;</p> <ul style="list-style-type: none"> <li>• Providing advice to FFA Pacific Island members on the best practice for collaborative management of shared tuna stocks where initial agreement may be difficult.</li> <li>• Conduct detailed analysis of scientific reports to provide and present simplified briefs.</li> <li>• Provide high quality advice directly to decision makers in country, including up to Ministerial level.</li> <li>• Manage multiple activities at any given time within tight deadlines.</li> </ul>
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**Functional Relationships & Relationship Skills:**

Key internal and/or external contacts	Nature of Contact most typical
<p><b>External</b></p> <ul style="list-style-type: none"> <li>• Member Countries</li> <li>• WCPFC</li> <li>• NGOs</li> <li>• Relevant Agencies (SPC etc.)</li> </ul>	<ul style="list-style-type: none"> <li>• Receive requests and provide advice and assistance where appropriate in line with national priorities for Fisheries Management and Development</li> <li>• Provide advice and briefs on fisheries management and science</li> <li>• Seek and obtain information in areas of shared concern</li> <li>• Liaise on common areas and issues of interest</li> <li>• Maintain close relations for information sharing</li> </ul>
<p><b>Internal</b></p> <ul style="list-style-type: none"> <li>• Director of Fisheries Management</li> <li>• Fisheries Management Advisors</li> </ul>	<ul style="list-style-type: none"> <li>• For guidance on Fisheries Management’s work in Member countries and progress of work activities</li> <li>• Provide and receive technical advice</li> <li>• Report on progress of activities</li> <li>• Work collaboratively on projects and activities</li> <li>• Co-ordinate the delivery of technical advice to FFA members</li> </ul>

**Level of Delegation**

The jobholder:

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| <ul style="list-style-type: none"> <li>• The jobholder is required to self-manage his/her work to achieve intended results</li> <li>• May be required to oversee the work of consultants, and organise workshops</li> </ul> |
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**Person Specification**

<b>Essential</b>
<ol style="list-style-type: none"> <li>1. A Degree in fisheries management, natural resource management, fisheries science (or other related field) relevant to the demands of the role.</li> <li>2. Five years progressive experience in fisheries management work as a technical professional with national Government or regional organizations, preferably in the Pacific region.</li> <li>3. Demonstrated experience in researching, preparing and presenting papers to a high standard at international forums in one or more of the following areas; natural resource management; fisheries management; the western and central Pacific tuna fishery.</li> <li>4. Good understanding of implications of modelling and stock assessment for fisheries management.</li> <li>5. Excellent verbal and written communications and presentation skills, both at a technical level and information destined for general circulation.</li> </ol>

<b>Essential</b>
6. Extensive knowledge of the Pacific Islands region and good understanding of the oceanic fisheries management issues in the Pacific and challenges facing Pacific island countries in the western and central Pacific region.
<b>Desirable</b>
1. Post graduate qualification in a relevant discipline. 2. Experience at a senior level in national fisheries management preferably including tuna fisheries.

This section is designed to capture the expertise required for the role at a 100% fully effective level. (This does not necessarily reflect what the current jobholder has). This may be a combination of knowledge/experience, qualifications or equivalent level of learning through experience or key skills, attributes or specific competencies.

### Key Skills/Attributes/Job Specific Competencies

The following levels would typically be expected for the 100% fully effective level:

Expert Level	Understanding the role and contribution of Fisheries Management in Regional Roadmap for Sustainable Pacific Fisheries  Principles of zone-based arrangements for management of highly migratory fish stocks and application in Pacific island countries
Advanced Level	Harvest Strategy approach to fisheries management  Fisheries Management planning facilitation  WCPFC Conservation Management Measures and compliance requirements
Working Knowledge Level	WCPFC roles and functions and implications for members and FFA  Mechanisms for national fisheries management
Awareness	Fisheries MCS Tools, Fisheries Science, Fisheries Economics

### Key Behaviours

*All employees are measured against the following Key Behaviours as part of Performance Development*

- Commitment/Personal Accountability
- Professional/Technical Expertise
- Teamwork
- Customer Focus
- Effective Communications & Relationships
- Leadership
- Coaching and Development
- Strategic Perspective

**Personal Attributes**

- Relevant Qualifications
- Excellent Analytical Skills
- Excellent Communication Skills
- Results orientation
- Ability to manage and work well in multi-disciplinary and multi-cultural teams.
- Ability to work in an organized and systematic manner.
- Ability to transfer information/knowledge to a non-technical audience
- Recognizes and responds appropriately to the ideas, interests and concerns of others
- Builds trust and engenders morale by displaying open, transparent and credible behaviour
- Respects individual/ cultural differences
- Utilizes diversity to foster teamwork
- Ensures others understanding of, involvement in, adaptation to a change process

**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 our work environment-including technological requirements or statutory changes. Such Change may be initiated as necessary by your Director. This Job Description may also be reviewed as part of the preparation for performance planning for the annual performance cycle.