



**TO ALL COMMISSION MEMBERS, COOPERATING NON-MEMBERS AND
PARTICIPATING TERRITORIES**

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**Deadline Extension for Consulting Position Vacancy - Project Manager: West Pacific East
Asia Tuna Monitoring Project**

Dear All,

Please find attached a **Consulting Position Vacancy for a Project Manager - West Pacific East Asia Tuna Monitoring Project**. The deadline for applications has been extended to **Friday 24th February 2017**. Could you please circulate as you deem appropriate to interested parties. You may also reference this information under Opportunities section at WCPFC website www.wcpfc.int.

Thanks,

Yours sincerely,



Feleti Penitala Teo, OBE
EXECUTIVE DIRECTOR

WESTERN AND CENTRAL PACIFIC FISHERIES COMMISSION

Consulting Position Vacancy

Project Manager - West Pacific East Asia Tuna Monitoring Project

to commence early 2017

The Western and Central Pacific Fisheries Commission (WCPFC) was established to ensure, through effective management, the long-term conservation and sustainable use of highly migratory fish stocks in the Western and Central Pacific Ocean.

The Commission's Secretariat, which is located in Pohnpei, Federated States of Micronesia, is seeking a motivated and experienced Project Manager for the forthcoming West Pacific East Asia Tuna Monitoring (WPEA-TM) project funded by New Zealand.

The project is funded for five years as a scaling up of the current WPEA-SM (Sustainable Management of Highly Migratory Fish Stocks in the West Pacific and East Asian Seas) project in three countries (Indonesia, Vietnam and Philippines), funded by UNDP-GEF which is due to conclude at the end of 2017.

With a budget of USD 3.35 million, the WPEA-TM will provide additional support to bolster the monitoring, data collection and data management systems and capabilities necessary in Indonesia, Vietnam and Philippines to derive catch estimates and stock assessments, nationally and regionally for key Pacific tuna species, and to contribute where possible to the reduction of IUU fishing.

Applicants are required to have a proven record of achievement that demonstrates their ability to manage and provide technical and administrative oversight to international projects preferably involving catch monitoring and data management for tuna fisheries. This will include at least 5 years of recognised international experience in technical aspects of tuna fisheries. A tertiary qualification in a relevant discipline or equivalent experience is required.

The terms of reference for the position, and information on conditions of service follow, and can be obtained from the Opportunities section at www.wcpfc.int. If needed, additional information can be obtained from the Finance and Administration Manager (Aaron Nighswander) at +691 320-1992.

The package offered for this consultancy is USD 80,000 per year, plus travel allowances, based on the expectation that this may be less than a full time role. This is a 3 year appointment initially, with performance reviewed each year, and a possibility of extension for the final two years of the project, contingent on satisfactory performance.

The applications will close on 24th February 2016, and the successful applicant will be expected to take up the position in late April 2017.

Applications can be submitted to Aaron.Nighswander@wcpfc.int.

TERMS OF REFERENCE

PROJECT MANAGER - WEST PACIFIC EAST ASIA TUNA MONITORING (WPEA-TM) PROJECT

The Project Manager will report to WCPFC Secretariat's Science Manager with direction from the Project Steering Committee.

The Project Manager's prime responsibility is to ensure that the Project produces the results specified, to the required quality standards and within the specified constraints of time and cost. He/she will have the authority to implement, monitor and report the Project's strategies, plans and budgets, on a day-to-day basis within the framework identified by the Project and guided by the Steering Committee's directives and approvals.

The Project Manager will have the following specific responsibilities and functions:

- overall project coordination and implementation of the activities where this includes regular consultations with the relevant national institutions, the Pacific Community (SPC), RFMOs, the UNDP WPEA Project Manager and other stakeholders and partners
- consolidation of annual work plans and budgets
- submission of consolidated half-yearly progress reports to the Steering Committee members
- preparation of annual progress reports (which include updating the Project's Results Framework and managing the risks matrix) and workplan and budget for the following year. These will be submitted to the Steering Committee members and presented to the Steering Committee for discussion and approval prior to submission to MFAT.
- reporting to Project Steering Committee and functioning as Secretary to that body; reporting also to the WPEA-SM Project Board on progress of this Project during the overlap period when they are complementary projects and activities
- bring to the Steering Committee's attention any significant changes to the assumptions made in designing this project, or to the risk environment, and proposing appropriate responses to those.
- supporting, guiding and mentoring the work of national staff associated with the project.
- commissioning an independent mid-term evaluation for the Project in 2018 (the Terms of Reference to be approved by the Steering Committee)

During the inception phase of the Project, the Project Manager will also be responsible for the following:

- conducting stakeholder inception consultations in each of the three East Asian countries
- development of a Memorandum of Understanding (MoU) with the relevant national fisheries authority of each country to guide the implementation of the Project. Those MOUs should also clearly identify the national focal person for the Project
- updating and completing the Results Framework based on the stakeholder consultations and UNDP's late 2016 review of the WPEA-SM project
- Amendment of the existing WCPFC-SPC Service Provider MOU to reflect this new WPEA-TM Project

Conditions of service

The Project Manager will not be required to be based at the WCPC Secretariat Headquarters in Pohnpei, although regular travel to Pohnpei will be required. The Project Manager may be home based if adjacent to, or within the three implementing countries involved, to reduce travel costs.

A three year contract will be offered initially, subject to review after each year, with a possible extension for an additional two years, subject to satisfactory performance and mutual agreement.

Minimum Requirements:

The applicant should have a post graduate degree in fisheries science, marine biology or relevant resource management.

The applicant requires at least five years of experience in project management, preferably involving international marine capture fisheries, with a successful record of monitoring and reporting, designing, promoting and/or implementing fisheries projects.

At least five years of demonstrated familiarity with, and expertise in the technical aspects of tuna fisheries preferably in the Pacific or Indian Oceans would be advantageous. In addition to a strong background in science and fisheries management, familiarity with the structure and function of t-RFMOs is expected, preferably demonstrated through a history of active participation in t-RFMO activities.

The ability to analyze data and communicate technical and non-technical information clearly to a wide range of audiences (including presentation skills) is important. Strong relationship management skills and experience with donors, partners and countries (particularly East Asian countries) are essential.

Language: Fluent written and spoken English; an additional language from the partner countries would be an advantage.