

Revised Terms of Reference: Assistant Manager Compliance and MCS¹

WESTERN CENTRAL PACIFIC FISHERIES

DUTY STATEMENT: ASSISTANT MANAGER – Compliance and MCS

Organizational relationships: Assistant Manager Compliance and MCS (AssM-TCC) reports to the Compliance Manager, and will have two support staff as direct reports (the Compliance Officer and the Assistant Administrative Assistant Data Entry – who currently maintains the RFV). Reflecting the integrated nature of the WCPFC MCS and Compliance programmes, the AssM TCC will necessarily work closely with all other MCS and Compliance programme staff, as well as Science staff including scientific services provider in respect of WCPFC information for Compliance purposes.

Key responsibilities:

The AssM-TCC will assist the Compliance Manager of the Commission in respect of: monitoring and analyzing near-real time reporting by CCMs and vessels where required under CMMs including on the WCPFC Integrated MCS Information Management System; the analysis and reporting by the Secretariat in support of Members fisheries monitoring, control and surveillance activities including the review and implementation of requests under the WCPFC data rules and procedures; the preparation of draft Compliance Monitoring Reports as required under the CMM for the Compliance Monitoring Scheme; and examining WCPFC MCS information to identify incidents of non-compliance. The AssM TCC will also assist the Compliance Manager in the preparation and coordination of the Secretariat support to the Technical and Compliance Committee Meetings including the preparation of papers as required by the Compliance Manager; and otherwise support the work of the MCS and Compliance Programme and the Compliance Manager.

Duties will include:

- Compliance Monitoring and CCM reporting;
 - actively contributing to Secretariat development of draft Compliance Monitoring Reports and Secretariat reporting for Compliance Monitoring Process;
 - assisting with maintaining records and information related to compliance by CCMs with CMMs, including CCM reports containing management and compliance information, in accordance with CMMs and other decisions of the Commission;
 - examine WCPFC MCS information, including VMS, HSBI reports, regional observer reports, and transshipment reports, to identify incidents of non-compliance for forwarding to the relevant CCMs;
 - communicating regularly with the Commission's Data Services Provider on matters relating to CCM data submission content and access to compliance information in WCPFC databases they maintain; and
 - where requested, providing assistance and capacity building to developing WCPFC members, particularly small island developing States in meeting their reporting obligations to the WCPFC.
- WCPFC CMM monitoring and analysis activities;
 - monitoring and analyzing near-real time reporting by CCMs and vessels of fishing activities, including in high seas pocket special management areas, and where possible verifying these reports with other WCPFC MCS information;

¹ Revised from the version attached to WCPFC9-2012-FAC6-09 to take into account comments received from CCMs.

- assisting the Compliance Manager with the generation of lists and other reports based on near-real time information, and as is required to be maintained by the Secretariat in accordance with CMMs and other decisions of the Commission; and
- where directed, assist with Secretariat's implementation of data requests under the WCPFC data rules and procedures, and the maintenance of related records.
- IMS user system and related-IT developments;
 - liaise closely with the ICT Manager, and IMS contractors, on technical matters relating to the IMS and its maintenance and development;
 - contribute to Secretariat's work to research new and emerging technologies and procedures that will enhance the WCPFC's compliance monitoring efforts and contribute meaningfully to WCPFC Members MCS activities.
- And other duties as required, including
 - assist the Compliance Manager with overseeing the maintenance of the Record of Fishing Vessels; and
 - participating as an active member of the Secretariat to the Technical and Compliance Committee and its Working Groups including providing support, as required, to inter-sessional work and preparation of annual reports.

Qualifications and Experience

Essential

- Tertiary qualifications in fisheries management or a related field;
- Broad knowledge of marine science, fisheries biology, oceanography and socio-economics,
- Appreciation of the nature of the Western and Central Pacific Fisheries Commission, the role of the Secretariat and the aspirations of CCMs;
- Detailed knowledge of oceanic pelagic fisheries, with emphasis on tuna;
- Experience with operational aspects of fisheries compliance, including but not limited to enforcement, policy formulation, monitoring and surveillance;
- Demonstrated understanding of the role of information and communication technology in MCS operations;
- Interpersonal skills of a high order, including the ability to establish and maintain relationships critical for effective compliance operations;
- Communication skills in English of a high order, particularly in written and oral presentation of technical compliance advice to multicultural audiences including fishermen and policy makers;
- Computer literacy with working knowledge of Microsoft Office applications.

Desirable

- Post-graduate qualification in fisheries management, international law or a related field;
- At least 4 years' experience working on fisheries management and/or MCS;
- Experience in regional (multinational) fisheries management and fisheries compliance;
- Good working knowledge of WCPFC Conservation and Management Measures and the fisheries interests and characteristics of individual CCMs;
- Familiarity with the MCS tools used in the WCP region;
- Experience in computer database administration and/or information management system development, preferably in a fisheries context;
- Readiness to undertake travel in support of the Commission's work.