BACKGROUND

The Secretariat of the Pacific Community (SPC) is an international organisation that provides technical and policy advice and assistance, training and research services to its Pacific Island members. It works in a wide range of sectors, including natural resources (agriculture, fisheries and forestry), health, statistics, human development, information and communication technology and social issues. SPC was established in 1947. It has 26 member countries and territories and its working languages are English and French. The organisation has been expanding rapidly and now has approximately 350 staff and a total annual budget of XPF 4.9 billion (approximately USD 60 million).

SPC’s headquarters is in Noumea, New Caledonia. It also has regional offices in Suva, Fiji Islands and in Pohnpei, Federated States of Micronesia. SPC has gained a reputation for providing ‘real solutions to real problems’ in the Pacific (SPC Corporate Review, 2005) and strives to maintain professionalism, integrity and pragmatism in delivering its services. Additional information on SPC can be found on its website: www.spc.int.

The Oceanic Fisheries Programme (OFP) is part of SPC’s Marine Resources Division, and currently consists of 20 professional and 11 support staff. Its annual budget is approximately XPF 500 million (USD 6,500,000). OFP’s mission is to ‘provide member countries with the scientific information and advice necessary to rationally manage fisheries exploiting the region’s resources of tuna, billfish and related species’. The programme is comprised of three sections: Statistics & Monitoring, Stock Assessment & Modelling, and Biology & Ecology.
OFP works with Pacific Island countries and territories (PICTs) to help monitor and compile statistics on oceanic fisheries in their waters and in the western and central Pacific Ocean (WCPO) generally, to provide assessments of the status of migratory fish stocks at both the regional and national levels, and to carry out applied research and provide advice on pelagic fisheries ecosystems. OFP also assists PICTs to develop local human resources, statistical information and scientific monitoring capacity in tuna fisheries.

POSITION

The Fisheries Database Supervisor (FDM) is a senior position within the Statistics & Monitoring Section. The section manages a very large-scale tuna fishery database, and generates data products that are used in stock assessments and directly in national and regional tuna fisheries monitoring and management. The section also provides regional coordination and data quality assurance for the range of data collection activities – logsheet and landings data collection, size and species composition sampling in port, and sampling and other data collection by at-sea scientific observers – that provide the source material for the regional tuna database. The section supports national databases and fishery monitoring programmes through the provision of customised computer software, training and other technical services. Since 2005, it has provided data management and advisory services to the Western and Central Pacific Fisheries Commission (WCPFC), and has delivered increased national capacity building in fishery monitoring to enable PICTs to fulfil their data-related obligations to the Commission.

The FDM is responsible for regional tuna fisheries databases and is the authority on all aspects of large-scale fisheries database systems. The FDM also conducts analyses of fishery data and provides advice on important fishery-related areas not covered by other OFP positions. The FDM facilitates and supervises the work of database programmes and data entry staff, but also has hands-on involvement in all aspects of database design, development and maintenance, provision of support to WCPFC, and
communication with OFP clients. The position is also involved in the
design and provision of training in data collection and
management to fisheries officers in the region.

The
position is based at the Secretariat of the Pacific
Community Headquarters in Noumea, New Caledonia.

The Fisheries
Database Supervisor will be responsible to the Principal
Fisheries Scientist (Statistics).

DUTIES AND
RESPONSIBILITIES

Primary objectives

* Oversee the
planning, design, implementation and maintenance of the OFP
regional fisheries databases to achieve the objectives of the
OFP. Databases include annual catch statistics, catch
and effort logsheet data, landings data, port sampling
data, observer data, tagging data, oceanographic data, and
other types of data.
* Provide services and advice to the
WCPFC Secretariat related to tuna fishery data collection
and management, and contribute to the work of the WCPFC
Scientific Committee and other technical working groups
of the Commission, as required.
* Coordinate and liaise
with the two Fisheries IT Officers in regards to ongoing
development and maintenance of OFP fisheries database
systems, and national and regional fisheries database systems
(e.g. TUFMAN), and the dissemination of fisheries
databases and summarised fisheries statistics to OFP and WCPFC
clients via electronic media (e.g. the Internet).
* Manage the processing of fisheries data by six data entry
technicians.
* Oversee the design and implementation of a
system identifying gaps in data provisions to the WCPFC
and the OFP.
* Conduct basic statistical analyses of
fisheries data, prepare and present technical reports and
papers as required.
* Respond to ad hoc requests for summarised statistics and analyses from SPC member countries and territories, and other coastal states and fishing nations active in the western and central Pacific Ocean tuna fisheries.
* Design and conduct training courses in basic fisheries statistics, preparation of data summaries, analysis of fishery data and technical report writing to enhance the knowledge and skills of fisheries officers throughout the region.
* Liaise with, and advise other OFP sections in regards to status and contents of the regional fisheries databases.
* Oversee the establishment and maintenance of documentation associated with the fisheries databases, including data catalogues, on-line help documentation, and internal reports describing the OFP database management philosophies.

QUALIFICATIONS AND EXPERIENCE

Essential

* Postgraduate degree in information technology, fisheries science or a related field.
* High-level skills in database development/management software and general computer programming.
* At least five years experience at a senior level in fisheries-related data management, together with proven expertise in large-scale database management applications.
* Basic knowledge of statistical methods used in fisheries science.
* Understanding of methods used in fisheries stock assessment and the use of scientific information in fisheries management.
* Appropriate technical report writing skills to prepare technical reports and papers on statistical analyses of fisheries data and fisheries database documentation.
* Experience and/or qualification in designing and conducting training courses.
* Interpersonal skills necessary to
supervise technical and support staff.

* Communication skills required to interact with colleagues from member countries and non-member countries involved in tuna fisheries of the Western and Central Pacific Ocean and to present fishery- and database-related material at national and international forums.

Desirable

* Extensive relevant practical experience at the required level in international tuna fisheries, with preference for experience in the Western and Central Pacific Ocean.
* If anglophone, a working knowledge of French. If francophone, a working knowledge of English.

SALARY, TERMS AND CONDITIONS

SALARY AND ALLOWANCES

The starting salary will depend on experience and qualifications and will be in Grade J of SPC’s salary scale.

Salaries for Staff Recruited Internationally are set in SDR (Special Drawing Rights) and paid in the local currency, i.e. the French Pacific franc (XPF) in New Caledonia. The salary range for this grade is SDR 4,165–5,430 per month. At prevailing exchange rates these amounts convert into approximately XPF 549,158–715,860 per month (USD 6,900–9,000; € 4,600–6,000).

The organisation subsidises housing. An SPC-owned or SPC-rented house or flat will be made available, with the staff member contributing 25 per cent of the normal rental.

In addition, an establishment grant will be payable to non-residents of New Caledonia. Where appropriate, other allowances such as child and education allowance will be paid.
SPC emoluments are not subject to income tax in New Caledonia at the present time.

TENURE

The appointment is initially for a period of three years, subject to a one-year probationary period, with the possibility of renewal for a further period depending on performance and continued funding availability.

DUTY STATION

Noumea, New Caledonia.

LEAVE

Leave will accrue at the rate of 25 working days per annum of active duty.

Sick leave is 30 working days per annum.

MEDICAL BENEFITS

SPC’s Staff Medical Insurance reimburses doctors’ fees, cost of prescribed medicines, surgical and hospital costs, etc. up to certain percentages and limits. Supplementary medical insurance is available to increase these percentage reimbursements and limits.

PROVIDENT FUND

The appointee will be eligible for membership of SPC’s Staff Provident Fund. Staff members contribute 8 per cent of their base salary, to which SPC adds a matching contribution.

FARES AND REMOVAL EXPENSES

For an appointee recruited outside New Caledonia, the
cost of air fares by the most direct and/or economic route for the appointee and recognised dependants, and reasonable removal expenses by sea of personal and household effects, will be met by SPC on appointment and termination.

COMPUTING ENVIRONMENT

SPC has a standardised computing environment based on Microsoft Office running under Microsoft Windows.

SMOKE-FREE ENVIRONMENT

Smoking is not permitted in the workplace.

EQUAL OPPORTUNITIES

SPC is an equal-opportunity employer. Recruitment is based on merit. If two short-listed candidates are judged to be equally qualified, preference will be given to Pacific Island nationals.

ADDRESS AND CLOSING DATE FOR APPLICATIONS

Applications should be addressed to the Director-General, Secretariat of the Pacific Community, PO Box D5, 98848 Noumea Cedex, New Caledonia, to arrive by 31 July 2008.

Applicants should provide their curriculum vitae and address the selection criteria for the position in their covering letter. They should also provide names and contact details of three referees.

Applications may be submitted by fax (+687 26 38 18) or email (spc@spc.int, preferably as an electronic attachment in Microsoft Word format).