



WESTERN AND CENTRAL PACIFIC FISHERIES COMMISSION DUTY STATEMENT

OBSERVER PROGRAMME COORDINATOR (OPC)

Professional Grade: Level K

Organisational relationships: The incumbent will report to the Compliance Manager. He/she will work closely with Science Manager and Scientific Services Provider (SPC-OFP).

Key responsibilities: The Observer Programme Coordinator (OPC) will be responsible for the design and implementation of the Commission's regional observer programme. Bearing in mind the need to ensure the activities of the Commission's observer programme are compatible with other programs operational in the WCPO and that it addresses the expectations of Members, particularly in relation to observer activities on the high seas, the focus of the OPC post will be liaison, coordination and harmonisation with other observer programmes that are operating in the Convention Area. The OPC will require a capacity to work with other programmes to, where necessary, build capacity to contribute to the objectives of the Commission's regional observer programme. In the short term responsibilities will include an appraisal of the capacity of existing observer programmes in the WCPO to contribute to the objectives of a Commission's observer programme, coordinating the development and delivery of appropriate capacity building and technical support, as required, provide oversight and auditing of national and other observer programs to ensure consistency with WCPFC program, work with the Science Manager to assist the development of scientific monitoring capability particularly for high seas fishing operations and, in collaboration with the Compliance Manager, to integrate the activities of the regional observer programme to the monitoring, control and surveillance responsibilities and activities of the Commission.

Activities will include the provision of logistical and technical support to Commission-related meetings and collaboration with other fisheries organisations operational in the Convention Area particularly the Inter-American Tropical Tuna Commission (IATTC), the Secretariat of the Pacific Community (SPC) and the Pacific Islands Forum Fisheries Agency (FFA). Periodic consultation and liaison with other regional fisheries management organisations supporting observer activities will also be required.

The post requires a motivated professional with considerable initiative, good knowledge of oceanic fisheries in the WCPO, wide experience in fishery observer programmes and the supervision of field-oriented programs in oceanic fisheries. The incumbent may be required to engage in extensive travel and must be capable of positive interaction with individuals from a diverse socio-economic spectrum. The criteria for the post outlined above is detailed below.

DUTIES AND RESPONSIBILITIES

1. Take primary responsibility for the further design, implementation, and administration of the Commission's regional observer programme.
2. Promote and support initiatives that will contribute to meeting the objectives of the Commission's regional observer programme across the WCPO by direct liaison with Members, regional and international agencies and non-government bodies including industry authorities and environmental

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non-governmental organizations.

3. Design processes and systems to collect, assimilate, aggregate and disseminate observer data within the Commission and to observers, national programmes, scientists, compliance managers, other collaborating agencies and industry bodies in accordance with the Commission's procedures for the data dissemination, as requested. Monitoring observer-generated data quality, and implementing means to improve data quality, will be important responsibilities of the OPC.
4. As required, and in collaboration with other responsible agencies, advise national, sub-regional and/or regional observer programmes on overall structure, administration, logistical support, costs and cost recovery, funding options, staffing, training and the provision of resource material. Be responsible for ensuring that Commission-deployed observers are covered by all appropriate health and safety standards.
5. Prepare and present periodic written and oral reports on the results of the regional observer programme and collaboration with others on observer-related initiatives to a wide range of target audiences within the Commission and to external interest groups.
6. Liaise with Convention Area national, sub-regional and regional observer programmes, and those of other regional organisations, to enhance coordination of the Commission's regional observer programme with such programmes and to support their development.
7. Assist in the training, certification, supervision, placement, and de-briefing of observers where required. Establish audit and internal controls for data quality, costs, etc to ensure national and sub-regional programs employed by the Commission meet the relevant performance standards established.
8. Design and implement a communication strategy that promotes increased awareness and understanding of, and opportunities for collaboration with, the Commission's regional observer programme among all stakeholders.
9. Support the full integration of the regional observer programme to related activities of the Commission.
10. Any other duties as required

QUALIFICATIONS AND EXPERIENCE

Essential

- A degree or diploma in fisheries science or related discipline
- Demonstrated experience as a fisheries observer
- Thorough knowledge of tropical tuna fisheries and tuna research
- Wide experience with scientific- and compliance-focused observer and catch sampling programmes
- Proven managerial experience including the ability to supervise staff in field situations and demonstrated ability for positive interaction with individuals from a diverse socio-economic spectrum.
- Familiarity with statistical analysis of fishery, biological and ecological data and strong computer skills (word processing, spreadsheet operation, presentation software use, relational database use).

Desirable

- Well developed oral and written communications skills
- An ability to work well with people in a culturally mixed environment
- At least five years of direct relevant experience, preferably in the Pacific region
- A willingness to undertake extensive travel in support of the Commission's work.

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