

Attachment – Job Description

Outer Islands Community Fisheries Officer

Operation and Development Section

Reports to: Operation and Development; but also working closely with Senior Fisheries Senior Officer Training and Development, and SFOs from Coastal Unit.

Summary of the Position: The Outer Islands Community Fisheries Officers will be the main point of contact between communities in the outer islands and the Tuvalu Fisheries Department. They will be a resource for local fishermen and the community in general for fisheries management and development, as well as progressing Fisheries projects and activities in each island.

All Community Fisheries Officers (CFOs) are required to submit a written report to the Operation and Development Fisheries Officer each month. This report must be reviewed and signed by both the CFC Manager and the Kaupule Secretary to validate its accuracy.

Location: All Islands

Specific Responsibilities:

- Acting as the main point of contact for the Fisheries Department in each island to progress TFD activities and projects;
- Helping to implement community fisheries projects;
- Providing information and support for the community on each island on fisheries management and development;
- Supervising and/or reporting on the work of other TFD contracted workers (data collectors, builders);
- Monitoring the condition and use of assets provided by TFD to the outer islands – safety grab bags, FADs, equipment for CFCs;
- Prepare and submit a comprehensive written report each month detailing the stock assessment of all assets provided by TFD. This report should include an updated inventory, current stock levels, usage patterns, any discrepancies or losses, and recommendations for replenishment or maintenance.
- Providing support for Fishers' Associations;
- Collecting and forwarding any reports on sightings of foreign fishing vessels;
- Making arrangements for visits by fisheries staff and consultants;
- If required, assist CFC staff members in processing fish and other related activities;
- Other fisheries-related duties as directed.

Special conditions:

- The Community Fisheries Officer will need to be a resident in their home island, or a member of the island community on Funafuti who has housing in the island and is willing to live there for the next 3 years. No house or housing allowance will be provided by Fisheries.
- Applicants must be fit and able to participate in fishing, diving, construction work and other physical activities.
- An individual who has strong connections to their community and demonstrates a consistent commitment to participating in and supporting various activities. This person actively engages in local events, contributes to community initiatives, and fosters relationships that promote growth, unity, and collaboration.