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| **Position Title:** | Fisheries Legal Officer |
| **Level and Salary:** | 3 | $25,038 - $37,232 |
| **Section and employer** | Executive Section |  Tuvalu Fisheries Authority |
| **Location:** | Funafuti |
| **Reports to:** | Director of Fisheries |

**Position summary:**

The Legal Officer is a senior management position working with the Managing Director and the senior management team. The Legal Officer is responsible for providing analysis, review, advice, implementation and execution of all Fisheries Authority legal matters, including Tuvalu’s obligations in meeting the legal requirements of international, regional and sub-regional fisheries instruments; access agreements; investment proposals; and law enforcement activities.

**Main responsibilities**:

* Responsible for the review, analysis, advice, implementation and execution of all Fisheries Authority legal matters
* Support the Managing Director in providing the Board with accurate information, analysis and advice on fisheries policy, legislation and operating procedures
* Provide legal advice and prepare and execute legal documents relating to access agreements entered into by the Government of Tuvalu that ensure Tuvalu meets its legal obligations and obtains maximum economic benefit
* Prepare clear and concise evaluation and monitoring framework/ guidelines that ensure the compliance of Tuvalu to fulfil its obligations in implementing international, regional and sub-regional fisheries instruments
* Assist with legal matters relevant to regional and international bodies, and undertake analyses of regional/ global legal and policy instruments and initiatives and provide advice on impacts, implications and relevance to Tuvalu
* Undertake periodic reviews on the relevance of sub-regional and regional fisheries related agreements, arrangements and related initiatives against broad policy priorities and aspirations of the Government of Tuvalu
* Undertake periodic reviews of Tuvalu’s fisheries laws to identify gaps and possible overlaps or conflict with other relevant legislation such as marine, customs and environment law
* Draft and adapt into Tuvalu’s laws appropriate standards and best practice emanating from international, regional and sub-regional instruments to which Tuvalu is a signatory, so promoting the harmonisation of fisheries regimes
* Prepare legal analyses of fisheries investment proposals from development partners and provide legal briefing and drafting of formal bilateral agreements for successful proposals
* Provide advice to senior management on any legal issues arising in the operations of the Fisheries Authority; advise on any amendment of the staff rules and finance regulations and assist in developing policies for the Authority
* Advise the Authority on issues relating to fisheries monitoring, control, and surveillance and law enforcement relating to offshore fisheries and coastal fisheries, and the implementation of regional and sub-regional initiatives and agreements
* Assist with investigations or prosecutions in connection with detection, apprehension and prosecution of fishing vessels or individuals engaged in suspected illegal, unreported, and unregulated (IUU)fishing activities
* Assist with legal capacity building and training programs, which may include workshop, public education awareness, and consultation with staff or the public
* Assist with Authority’s sustainable legal strategies relevant to the corporate plan, work plan, annual report, and annual budget
* From time to time, to undertake other duties as directed by the Managing Director.

**Special conditions:**

* Regular out of hours work as well as international travel will be required to successfully carry out the position’s duties
* Assist in representing the interests of Tuvalu though participation (or by online participation) at regional and international forums relevant to Tuvalu Fisheries, particularly in relation to legal matters
* Undertake any professional development required to ensure currency on all matters relating to fisheries international, regional and sub-regional fisheries instruments

**Person Specifications:**

*Essential minimum requirements:*

Qualifications/experience

* Tertiary qualification/s in Law
* 5 years’ experience with Government in a legal capacity, a legal firm or the legal section of a regional organisation

Skills and Abilities

* Excellent legal analytical skills and able to provide sound advice on all legal matters relating to the responsibilities of the Fisheries Authority
* Good understanding of fisheries international, regional and sub-regional fisheries instruments
* Able to prepare and execute sound legal documents (which may include the preparation of the following: draft SOPs, Fisheries Management Plans, Cabinet Paper, Legislation, Ministerial Orders and Regulations) that protect the legal position of Tuvalu
* Able to write succinct, clear reports;
* Good computer skills
* Excellent command of written and spoken English
* Excellent communication skills with an ability to interact with all stakeholders at a national, regional and international level
* Proficient in stakeholder negotiation and conflict resolution
* Good organisational and time management skills
* Flexible attitude and ability to adapt appropriately to changing requirements and situations

*Desirable experience/qualifications/characteristics*

* Experience in Fisheries, commercial and/ or criminal law
* Experience in preparing and executing fisheries licensing agreements

**Other information:**

All permanent staff of the Authority will be engaged on a 3 year contract with renewal subject to performance. The retirement age of the Authority is 60.

*It is expected that officers recognise the cross-cutting nature of human rights, gender issues; the roles and responsibilities in this job description should be performed by taking into account a sector integration of human rights and gender perspectives.*