

Tuvalu Fisheries Authority – Job Description



Position Title:	Fisheries Officer – Locally Managed Marine Area (LMMA)	
Level and Salary:	5	\$16,393 to 21,537
Employer and Section:	Tuvalu Fisheries Authority	Coastal
Location:	Funafuti with frequent travel to outer islands	
Reports to:	SFO Outer Islands (Coastal)	

Position summary:

Under the supervision of the SFO Outer Islands, the LMMA Officer works with all outer island Kaupule to determine required fisheries management support and advice on LMMAs. He/She will be primarily responsible for managing community-based fisheries LMMA activities under the coastal section annual work plan.

Main responsibilities:

The LMMA officer will monitor work progress, ensure timely delivery of outputs as indicated in each island community-based fisheries management plan. This also includes facilitation of community consultation, carrying out surveys, monitoring of each LMMA on the outer islands. He/She will assist in leading fisheries staff on the implementation of each fisheries regular visit to the outer islands through each metronome trip.

Main duties:

- Consult with the SFO – Resource Assessment & Monitoring and other member of the Coastal Fisheries section in order to determine fishery monitoring and research needs
- Facilitating the implementation activities related to data collection and strengthening of LMMAs/MPAs (marine protected areas)
- In collaboration with SFO – Outer Islands, assist the PFO Coastal in formulating Annual Work Plans and quarterly activity plans
- Carry out a baseline assessment survey for each LMMAs and to verify the baseline status
- Assist the SFO – Outer Islands in operationalising an M&E plan for each LMMA
- Produce trip reports after each metronome trip to the outer islands
- Work with coastal division staffs in carrying out continuous creel surveys in outer islands
- Assist island communities in carrying out and compiling data from creel surveys
- Work with coastal staffs in organising local consultations for activities related to establishing and strengthening LMMAs/MPAs
- Assist the SFO Outer Islands in organising community awareness meetings and workshops, national events
- Contribute to progress reports to PFO Coastal on a quarterly basis
- Assist the SFO Outer islands in producing articles and other outreach/knowledge materials based on the AWP
- Manage relationships with project stakeholders including donors, NGOs, communities, community representatives, government agencies, and others as required

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- Produce a self-assessment at the end of each year against agreed targets for a performance review
- Participate in field surveys and data collection activities in Funafuti and in the outer islands as required
- Assist with the delivery of analysis of monitoring and research data
- Assist with the delivery of monitoring and research results and associated fisheries management advice based on them
- Undertake other duties as directed by superior

Person Specifications:

Essential minimum requirements:

Qualifications/experience

- Diploma or degree in environmental science, geography, natural resource management, fisheries or a related field and/or 2 years of working experience in related areas
- Ability and willingness to travel to and stay in outer islands for extended periods
- Experience in fishery data collection and/or experience in creel surveys
- Experience in facilitating community awareness training
- Excellent inter-personal, communication and negotiation skills
- Work Experience on issues relevant to community-based resource management
- Demonstrable skills in office computer use – word processing, spread sheets, etc
- Experience in working with community's development project
- Excellent verbal and written skills in English and Tuvaluan

Skills and Abilities

- Demonstrates integrity and high ethical standards
- Strong interpersonal and communication skills
- Ability to work well as part of a multi-cultural team and displays gender, religion, race, nationality and age sensitivity and adaptability
- Analytical and strategic thinking/results orientation
- Knowledge sharing
- Computer literacy (e.g. Microsoft word, excel, and power point) is a prerequisite

Desirable experience/qualifications/characteristics

- A broad understanding of field survey and data analysis procedures

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