

Tuvalu Fisheries Authority – Job Description



Position Title:	Principal Fisheries Officer – Oceanic Fisheries	
Level and Salary:	L 3	\$25,038 to \$37,232
Employer and section:	Tuvalu Fisheries Authority	Oceanic Fisheries
Location:	Funafuti	
Reports to:	Managing Director, TFA	
Supervises:	Oceanic Fisheries Staff in VMS&VDS; Licensing; Observer Programme; and Compliance Enforcement	

Position summary:

The Principal Fisheries Officer – Oceanic Fisheries is a senior management position working under the Managing Director and the senior management team in ensuring the Fisheries Department Corporate Plan and Budget is successfully implemented and managed. The PFO – Oceanic Fisheries has responsibility to oversee the four work areas of the Oceanic Section – licensing, VMS & VDS, the observer programme; and compliance and enforcement. The PFO is expected to provide leadership and guidance to Oceanic section personnel in meeting the objectives of work that is essential for delivering sustainable benefits from the nation's tuna resources.

Main responsibilities:

- Responsible for overseeing the implementation and execution of all the Oceanic Section's Licensing, VMS and VDS, Observer Programme and Compliance and Enforcement activities
- Lead, motivate and manage the performance of all Oceanic Fisheries personnel
- Plan and co-ordinate human resource development for all Staff (including temporary workers) in collaboration with the Human Resources Manager and Deputy Director (Corporate)
- Provide accurate information, analysis and advice on purse seine and longline tuna fisheries matters and policy
- Ensure the effective implementation the Fisheries Department Corporate Plan that relate to the operations of the Oceanic fisheries operations and deliver accurate and timely reporting against Budget and Corporate Plan
- Ensure the efficient maintenance and use of all plant, equipment and materials under the Oceanic section
- Provide well-researched and strategically sound representation for Tuvalu in regional or sub-regional fisheries forums where necessary
- 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 through participation at regional and international forums relevant to Tuvalu Fisheries
- Undertake any professional development required to ensure currency on all matters relating to fisheries both at a national, sub-regional, regional and international level

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Person Specifications:

Essential minimum requirements:

Qualifications/experience

- University degree in Fisheries, Resource Management or related discipline
- Experience in managing operational teams to achieve excellence
- Experience in fisheries management and administration

Skills and Abilities

- Excellent supervisory management skills and proven ability to provide leadership and guidance to operational staff
- Able to develop and oversee work plans that result in efficient and successful implementation of programmes and projects
- Knowledge of agreements relating to the WCPO fishery and the organisations and structures involved in managing the fishery
- Sufficient financial management skills to facilitate the preparation and management of financial budgets
- Able to write succinct, clear reports
- Good analytical skills
- Good computer skills
- Good command of written and spoken English
- Excellent communication skills with an ability to interact with all stakeholders at a national, regional and international level
- Excellent organisational and time management skills
- Flexible attitude and ability to adapt appropriately to changing requirements and situations
- Ability to deal with conflict over issues of arrears and non-compliance

Desirable experience/qualifications/characteristics:

- Demonstrated strategic planning skills
- Legal background or experience with contract management an advantage
- Managerial training and/or qualification

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.