



# Opportunities in the Region

## The Pacific Islands Forum Secretariat

PIFS is an Employer of Choice in the region, aiming to recruit and employ staff based on merit and organisational needs, and ensures that employment selection upholds its values and commitment to Forum membership, gender balance and building a diverse and inclusive organisation. PIFS is committed to achieving gender balance and being fully representative of our member countries. Our workforce is currently over 50% female and we have representatives from twelve of the eighteen Forum member countries.

To achieve greater workforce representation from our member countries we strongly encourage applicants from the following countries to apply: Federated States of Micronesia, French Polynesia, Nauru, Niue, New Caledonia and Palau

## The Opportunities

Applications are invited to fill five vacant **international** positions at the Office of the Pacific Ocean Commissioner (OPOC), initially based at the Secretariat in Suva, Fiji and later moving to its permanent office based in Palau. The establishment of OPOC, with dedicated professional support, would provide the necessary high-level representation and commitment that is urgently required to ensure dedicated advocacy and attention to ocean priorities, decisions and processes at national, regional and international levels. Our current vacancies:

- **Legal Officer**
- **Ocean Engagement Officer**
- **Ocean Management Office**
- **Ocean Policy Officer**
- **Ocean Registry Officer**

### 1. **Legal Officer**

The Forum Secretariat invites suitably experienced and qualified individuals to apply for the position of Legal Officer. The role is to support the work in close collaboration with the Office of the Pacific Ocean Commissioner (OPOC) UN Ocean Issues Adviser and the Senior Ocean Analyst on BBNJ in terms and to help setting up plans to roll out the Implementation of the BBNJ instrument at the regional and national levels. Responsibilities include, but not limited to:

- Coordination of POA Stakeholders as a collective and coordinated approach to support Members with the implementation of the BBNJ instrument; Liaise and consult with Member States individually or collectively to identifying their needs on BBNJ, including working with experts on the conduct of Capacity needs assessment for countries.
- Develop and coordinate the delivery of activities to meet the BBNJ related needs of Member States, such as workshops at the national sub-regional and regional levels; Draft models of instruments of ratification and support Members in completing and depositing their instruments in consultation with the UN Secretariat.
- Conduct review of legislations and provide legal advice at the national and regional levels with regards to implementation of the BBNJ instrument; Support Members who are Members of the Agreement in their preparations leading up to the Conference of Parties Meeting
- Report on project implementation; and Other related tasks that may arise in the course of the position term.

## **2. Ocean Engagement Officer**

The role will report to the Engagement Adviser to advance the responsibilities of the Office of the Pacific Ocean Commissioner and work closely with staff across the Secretariat Responsibilities include, but not limited to:

- Facilitate the proper and effective governance of POA, including the finalization of the POA Charter, in accordance with role as envisaged by the Forum Leaders Mandate.
- Responsible for OPOC's dealing with POA including the organization of meetings and maintenance of the POA database and national ocean policy focal point contacts.
- Ensure effective utilization of POA to address issues of national, regional and global importance.
- Engaging POA Stakeholders to ensure the advocacy of existing regional ocean priorities by Leaders and by the Pacific Ocean Commissioner.
- Engaging POA Stakeholders to coordinate through various mechanisms such as the FOC Sub Committee on International Engagement and Advocacy, CROP Ocean Taskforce on ocean advocacy messaging of the region at key global and regional ocean events.

## **3. Ocean Management Officer**

The role is to support the work in close collaboration with the Senior Ocean Analyst and the Engagement Team and to lead the regional monitoring and evaluation of the regional and global reporting obligations and provide support to day-to-day operations of the Office. This includes the work on the Pacific Ocean Commissioner's triennial Blue Pacific Ocean Report Responsibilities include, but not limited to:

- Ensure the continued maintenance of the Leaders Mandate Pacific Ocean Initiatives Register to support and inform Members reporting and also raise accountability from partners, including the Voluntary National Reviews (VNR).
- Support Members in their VNR and contribute regional inputs on implementation to UN SG Report, the Pacific Sustainable Development Report and other regional reports.
- Coordinate reporting (including M&E) on implementation of the Regional and Global Policies and Commitments from CROP and POA, including through the triennial Blue Pacific Ocean Report, building on from the 2021 Report.
- Support the reporting of key findings of the Blue Pacific Ocean Report to Leaders, particularly in identifying the causes of lack of implementation and identifying solutions.
- Support regional, cross-sectoral ocean policy dialogue to foster implementation by POA Stakeholders including the 2050 Strategy for the Blue Pacific, Framework for a Pacific Oceanscape, 2030 Agenda, Post 2020 Global Biodiversity Framework.

## **4. Ocean Policy Officer**

The role is to work in close collaboration with the UN Ocean Issues Adviser, and the respective Ocean Management and Engagement Teams to support regional policy development, including the regional and national ocean policies and the discharge of the duties and responsibilities associated with the Key Responsibility Areas of the Office of the Pacific Ocean Commissioner. Responsibilities include, but not limited to:

- Facilitate the proper and effective governance of POA, including the coordination of support to regional ocean policy development and review; Assisting Member countries develop their national ocean policies and implementation plans and to ensure these are well linked and connected and aligned to the broader implementation work.
- Foster regional and global policy localization efforts at the national level, including advising on efforts towards an integrated approach to implementation of various policies, frameworks such as the Framework for a Pacific Oceanscape, Sustainable Development Goal 14, Global Biodiversity Framework and 2050 Strategy for the Blue Pacific along with any other relevant international obligations;
- Follow and influence ongoing regional and global processes that lead to the establishment of national, regional or global policies; Contribute to global calls for input relating to the development

of international law of the sea, including through inputs to the UN SG Report on the Ocean and the Law of the Sea, and also on any relevant Experts Group; and

- From time to time, support work towards the signing, ratification and awareness of existing and newly adopted global instruments such as BBNJ.

## 5. Ocean Registry Officer

The role of the Ocean Registry Officer is the management of data and information for the Ocean Initiatives Registry, general office administrative and coordination support for the OPOC team, including its transition to Palau for the implementation of the Suva Agreement. The incumbent will maintain oversight of all administrative requirements for the OPOC office in close collaboration with the OPOC Management to ensure timely management and coordination support for the Pacific Oceans Commissioner and team, including lead the secretariat support for convening of major OPOC meetings. Responsibilities include, but not limited to:

- Providing overall management, coordination and appropriate advice to the POC through the OAM, in relation to the Regional Ocean Initiatives Register.
- Effectively coordinate and maintain oversight of OPOC office administration & HR Business Partner.
- Support the coordination and management of OPOC high level meetings and key events, including UNFCCC, Plastics Treaty Negotiations, World Oceans Day and UNGA High Level week.
- Project Assistance as assigned by manager, or Executive, including Office transition anticipated under the Suva Agreement.

### The Benefits

These international positions carry a competitive and attractive remuneration and benefits package including medical and life insurance, education, and housing allowance.

Starting salary for the international positions:

- The following position are Band 9 to 10 of our salary scale, with a starting base salary range from **SDR 27,907 to 31,486** per annum equivalent to **(FJD 83,554 to 94,269)**:
  - **Legal Officer**
  - **Ocean Engagement Officer**
  - **Ocean Management Office**
  - **Ocean Policy Officer**
- **Ocean Registry Officer** is a Band 9 position on our salary scale, with a starting base salary range from **SDR 27,907 to 31,395** per annum equivalent to **(FJD 83,554 to 93,997)**.
- **Note:** Amounts are based on 1 July foreign exchange rate, but your final salary will be dependent on foreign exchange rates at the time of payment.

### Additional Information

Interested applicants are encouraged to apply through our website: [www.forumsec.org](http://www.forumsec.org) where an information package containing the position description and remuneration details for respective positions are also available therein. Candidates must include in either their application or Curriculum Vitae the full contact details of three referees.

To be eligible for the international positions, applicants must be nationals of Forum member countries\* Deadline for applications is at 5pm (Fiji time), **29 September 2023**.

The Forum Secretariat – Officer of the Pacific Oceans Commissioner is an Equal Opportunity Employer

\*Member States of the Pacific Islands Forum: Australia, Cook Islands, Federated States of Micronesia, Fiji, French Polynesia, Kiribati, Nauru, New Caledonia, New Zealand, Niue, Palau, Papua New Guinea, Republic of the Marshall Islands, Samoa, Solomon Islands, Tonga, Tuvalu, and Vanuatu.