

GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

1. Ministry: Ministry of Fisheries and Marine Resources Development		
2. Position Title: Fisheries Officer	3. Salary Level: 9-7	4. Division: Fisheries Division
5. Reports To: Principal Fisheries Officer	6. Direct Reports: Senior Fisheries Officer	
7. Primary Objective of the Position: Assist in designing and coordination of work program in relation to the management and conservation of inshore and offshore resources		

8. Position Overview	
9. Financial: Up to \$11,180 and more	10 Legal: Fisheries Act
<p>11. Internal Stakeholders:</p> <ul style="list-style-type: none"> • Director of Fisheries Division • Policy Development Division • Fisheries Officer (colleagues) • Administration • Account <p>To be referred to Manager:</p> <ul style="list-style-type: none"> • Progress report • Activity plans • Project document 	<p>12. External Stakeholders:</p> <ul style="list-style-type: none"> • CEO/Clerk to Islands Council • Mayor • Councilors • Fisherman Cooperatives • Teachers • Ministry of Internal Affair • Ministry of Commerce, Industry and Cooperatives • Local Community <p>To be referred to Manager</p> <ul style="list-style-type: none"> • Request letter regarding assistance in field of fisheries concerns • Progress report of Fisheries Assistant servicing Outer islands. • Returns of DW from Outer islands
13. KEY ACCOUNTABILITIES (Include linkage to KDP, MOP and Divisional Plan)	
<ul style="list-style-type: none"> ▪ <i>KDP/KPA:</i> ▪ <i>MOP Outcome:</i> ▪ <i>Divisional/Departmental/Unit Plan:</i> 	

This is position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. It is an expectation that you may be required to perform additional duties as required.

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Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
Development of programs to promote the sustainable utilization of inshore and offshore marine resources	Be able to draw up projects for the sustainable developments and management of the Fisheries resources of Kiribati both offshore and inshore.	Number of new projects and ideas proposed to ensure the smooth operation of the office
	To assist in developing objectives and goals relating to the management and conservation of both inshore and offshore marine resources.	Number of work program developed and implemented
	To assist in developing objectives and goals relating to the development of coastal fisheries, mariculture and aquaculture.	Number of work program developed and implemented
	To assist in developing objectives and goals relating to the marine and biological research activities.	Number of work program developed and implemented
	To assist in developing objectives and goals relating to fisheries data collection and analysis, fisheries economic and fish stock assessments	Number of work program developed and the number of fisheries data collected
	To assist in developing objectives and goals relating to national capacity building in the fisheries sector, training and information dissemination to the fishermen and the general public.	Number of capacity building training conducted to fisheries staff and the number of information disseminated to the general public
	Willing to travel on official duty or training to the outer islands and overseas countries even on short notices and under any circumstances.	Number of trainings and outer island visits attended
	Willing to carry out such assigned duties on any fishing or research vessel and under water using SCUBA diving gears and other devices. Willing to carry out any other duties that the Director may deem necessary.	Number of assignments and research conducted

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10. Key Challenges	11. Selection Criteria
<ul style="list-style-type: none"> • Sustainable development and utilization of marine resources. 	<p>11.1 PQR (Position Qualification Requirement):</p> <p>Education:</p> <ol style="list-style-type: none"> 1. The appointee should possess one of the following Diplomas in Marine Science or Marine Affairs 2. A Degree in Science majoring in the relevant subjects of fisheries and marine science or applied science.. <p>Experience: Prior knowledge and experience with the Fisheries Division for at least a year would be a requirement.</p> <p>Job Training:</p> <p>Prerequisite: Basic swimming skills, data collection and analysis</p> <hr/> <p>11.2 Key Attributes (Personal Qualities):</p> <ol style="list-style-type: none"> 1. Knowledge <ul style="list-style-type: none"> ○ Customer and Personal Service ○ Leadership and Management ○ Supervision ○ English Language ○ Computers and Electronics 2. Skills: <ul style="list-style-type: none"> ○ Speaking ○ Active Listening ○ Reading Comprehension

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	<ul style="list-style-type: none">○ Social Perceptiveness○ Monitoring3. Attributes○ Efficient○ Effective○ Innovative○ Creative○ Approachable○ Cooperative○ Fair○ hardworking and dedicated○ sharing○ interested in meeting people
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