

- Noumea-based position
- Attractive expatriate package
- Join the principal development organisation in the region

The Pacific Community (SPC) invites applications for the position of *Statistics Adviser (Civil Registration and Vital Statistics)* within its Statistics for Development Division. This position will be located at its headquarters in Noumea, New Caledonia.

Description

The **Pacific Community (SPC)** is the principal scientific and technical organisation in the Pacific region, supporting development since 1947. We are an international development organisation owned and governed by our 27 country and territory members. In pursuit of sustainable development to benefit Pacific people, our unique organisation works across more than 25 sectors. We are known for our knowledge and innovation in such areas as fisheries science, public health surveillance, geoscience, and conservation of plant genetic resources for food and agriculture.

The **Statistics for Development Division (SDD)** is based in SPC's headquarters in Noumea, New Caledonia. The division employs approximately 20 staff, all of whom are all based in Noumea. SDD's goal is to help the Pacific Island Countries and Territories achieve "highly competent and sustainable national statistics systems that meet national and international statistics needs for evidence-based policy, planning and monitoring." SDD has a regional statistical system leadership and coordination role; and also supports the region directly in data infrastructure, collection, statistical methodology, analysis and dissemination.

The **role – the Statistics Adviser (Civil Registration and Vital Statistics)** will strengthen civil registration and other administrative systems to improve the production of vital statistics relating to births, deaths and other civil status events pertaining to population estimates. This includes pursuing opportunities to develop register-based census or other relevant data assets.

The key responsibilities of the role include the following:

Ways of working

- Demonstrable contribution of team to organisational or 'ways of working' objectives in the division business plan, such as "mainstream good modern data practice" and "strengthened engagement".
- Provision of support for Civil Registry and Vital Statistics (CRVS) on a rolling multi-year work program.
- Actively engage other divisional staff in CRVS activities.

Regional CRVS coordination and technical assistance

- Advance regional developments in CRVS through well planned, widely-owned, up-to-date, well evaluated and coordinated frameworks.
- Identify and take steps to address key strategic gaps within these frameworks.
- Support provided through country CRVS committees to respond to improvements such as a regional medical certification of causes of death.
- Production of knowledge products on a CRVS related topic.

Strengthened administrative data systems

- Deliver training of various sorts to national counterparts on relevant administrative data systems.
- Support, advise and assist countries to review and make informed decisions about upgrading IT systems, processes and legislation relating to CRVS and population registries.

Strengthened vital statistics

- Undertake analysis of vital statistics, and cause of death data.
- Train staff from national statistics offices and relevant staff in line ministries in how to produce standard vital statistics measures.
- Identify opportunities for progress on issues relating to population registries, and use of administrative data for census purposes.

For a more detailed account of the key responsibilities, please **refer to the online job description**.

Key selection criteria

Qualifications

- Master degree in demography, epidemiology, health information systems, statistics, or other academic discipline related to working with administrative data.

Technical expertise

- 10 years of relevant experience in civil registry, or health information or related systems.
- Specialist experience in at least one of:
 - Analysis of mortality and fertility data including adjusting for under-reporting and data management

- Database development or administration for national CRVS systems or identity systems
- Applying data analysis and statistical methods with specialist software for reports and presentations for a range of audiences.
- Experience in designing and delivering training for professionals.
- A good understanding of the challenges developing countries (particularly small island states) face, in the management of civil registries and the collection, production and use of official statistics.

Language skills

- Excellent oral and written English language communication.

Interpersonal skills and cultural awareness

- A team player, with the ability to work in a multi-diverse and multi-cultural environment.
- Knowledge of Pacific Island countries and territories is an advantage.

Salary, terms and conditions

Contract Duration – This vacant position is budgeted for 3 years and is subject to renewal depending on performance and funding.

Remuneration – The **Statistics Adviser (Civil Registration and Vital Statistics)** is a Band 11 position in SPC's 2022 salary scale, with a starting salary range of 4,113–5,045 SDR (special drawing rights) per month, which currently converts to approximately XPF 588,963–722,421(USD 5,881–7,214; EUR 4,936–6,054). An offer of appointment for an initial contract will be made in the lower half of this range, with due consideration being given to experience and qualifications. Progression within the salary scale will be based on annual performance reviews. SPC salaries are not presently subject to income tax in New Caledonia.

Benefits for international staff employees based in New Caledonia – SPC provides subsidised housing in Noumea. Establishment and repatriation grant, removal expenses, airfares, home leave travel, health and life and disability insurances and education allowances are available for eligible employees and their eligible dependents. Employees are entitled to 25 working days of annual leave per annum and other types of leave, and access to SPC's Provident Fund (contributing 8% of salary, to which SPC adds a matching contribution).

Languages – SPC's working languages are English and French.

Recruitment principles – SPC's recruitment is based on merit and fairness, and candidates are competing in a selection process that is fair, transparent and non-discriminatory. SPC is an **equal-opportunity employer**, and is committed to cultural and gender diversity, including bilinguism, and will seek to attract and appoint candidates who respect these values. Due attention is given to gender equity and the maintenance of strong representation from Pacific Island professionals. If two interviewed candidates are ranked equal by the selection panel, preference will be given to the **Pacific Islander**. Applicants will be assured of complete confidentiality in line with SPC's private policy.

Application procedure

Closing date: 13 November 2022 – 11:00 pm (Noumea time)

Job Reference: AL000504

Applicants must apply online at <http://careers.spc.int/>

Hard copies of applications will not be accepted.

For your application to be considered, you must provide us with:

- an updated resume with contact details for three professional referees
- a cover letter detailing your skills, experience and interest in this position
- responses to all screening questions

Your application will be considered incomplete and will not be reviewed at shortlisting stage if all the above documents are not provided.

Applicants should not attach copies of qualifications or letters of reference.

Please ensure your documents are in Microsoft Word or Adobe PDF format.

SPC does not charge a fee to consider your application and will never ask for your banking or financial information during the recruitment process.

Screening questions (maximum of 2,000 characters per question):

1. Describe your experience in management and implementation of projects relating to CRVS, including capacity building initiatives
2. Describe your experience in coordination of initiatives and activities of developing member counterparts (such as those in statistics, health, or other registers) and technical development partners in areas relating to CRVS development
3. Describe your experience in developing administrative- and population-based databases and registers