

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: Coastal Fisheries Division
5. Reports To: Senior Fisheries Officer	6. Direct Reports: Director of Fisheries	
7. Primary Objective of the Position: To assist in coordinating and ensuring that all unit activities are accomplished on a timely manner as required in the MSP.		

8. Position Overview		
9. Financial: Up to \$ 4,999.00	10 Legal: Fisheries Act	
11. Internal Stakeholders: <ul style="list-style-type: none"> • Director of Fisheries Division • Policy Development Division • Fisheries Officer (colleagues) • Administration • Account To be referred to Manager: <ul style="list-style-type: none"> • Progress report • Activity plans • Project document • Duty travel report 	12. External Stakeholders: <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 To be referred to Manager <ul style="list-style-type: none"> • Returns of DW from Outer islands • Performance assessment of staff 	
13. KEY ACCOUNTABILITIES <i>(Include linkage to KDP, MOP and Divisional Plan)</i>		
<ul style="list-style-type: none"> ▪ <i>KDP/KPA:</i> ▪ <i>MOP Outcome:</i> ▪ <i>Divisional/Departmental/Unit Plan:</i> 		
Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes

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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<p>Ensuring all fisheries work programs are properly coordinated and facilitated</p>	<ul style="list-style-type: none"> • To assist in drawing up projects for the sustainable developments and management of the Fisheries resources of Kiribati both offshore and inshore. • To assist in developing objectives and goals relating to the management and conservation of both inshore and offshore marine resources. • To assist in developing objectives and goals relating to the development of coastal fisheries, mariculture and aquaculture. • To assist in developing objectives and goals relating to the marine and biological research activities. • To assist in developing objectives and goals relating to fisheries data collection and analysis, fisheries economic and fish stock assessments. • 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. • To assist in coordinating the work programmes of all the concerned sections/units within the department in delivering all those specific goals and objectives. 	<p>Number of sustainable fisheries projects implemented</p> <p>Number of conservation and management measures implemented. Number of management plans enforced</p> <p>Number of marine species cultured for restocking and commercial purposes</p> <p>Marine and biological research activities conducted</p> <p>Updated fisheries database and updated status of the marine resources</p> <p>Number of staff engaged in capacity building trainings. Number of capacity building trainings conducted and attended.</p> <p>Better divisional output</p>
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	<ul style="list-style-type: none"> • To request regional and international organizations for technical assistance and/or support in any fisheries and research related activities. • Willing to travel on official duty or training to the outer islands and overseas countries even on short notices and under any circumstances. • 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. 	<p>Technical assistance on relevant field required acquired</p> <p>Number of travels attended domestically and overseas</p> <p>Number of surveys attended</p>
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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>

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	<p>11.2 Key Attributes (Personal Qualities):</p> <p>1. Knowledge</p> <ul style="list-style-type: none">○ Customer and Personal Service○ Leadership and Management○ Supervision○ English Language○ Computers and Electronics <p>2. Skills:</p> <ul style="list-style-type: none">○ Speaking○ Active Listening○ Reading Comprehension○ Social Perceptiveness○ Monitoring <p>3. Attributes</p> <ul style="list-style-type: none">○ Efficient○ Effective○ Innovative○ Creative○ Approachable○ Cooperative○ Fair○ hardworking and dedicated○ sharing○ interested in meeting people
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