

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

The Pacific Community (SPC) invites applications for the position of **Monitoring, Evaluation and Learning Officer**, in its Fisheries, Aquaculture and Marine Ecosystems (FAME) Division, 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 **Fisheries, Aquaculture and Marine Ecosystems (FAME) Division** is one of SPC's oldest Divisions and it has been providing scientific and technical expertise to support fisheries management and sustainable development in the Pacific for over 60 years. FAME's goal is that fisheries resources of the Pacific region are sustainably managed for economic growth, food security and environmental conservation. FAME includes the Oceanic Fisheries Programme (OFP) and Coastal Fisheries Programme (CFP). OFP is the region's centre for oceanic fisheries science and information, providing essential data collection, data management and modelling and analysis services to the Pacific. CFP provides science and technical support to PICTs to enhance the management of coastal fisheries, and the sustainable development of aquaculture and nearshore livelihoods across the region. The work of OFP and CFP are supported by the FAME Director's Office, which includes the Information Section, communications, and monitoring, evaluation and learning.

The role – the **Monitoring, Evaluation and Learning Officer** will support PMEL and PFLP Programme in programme data collection, analysis, implementing survey plans and follow up on data gaps. The role will work closely with FAME PMEL Team, PFLP Project Manager and FAME Technical Staff.

The key responsibilities of the role include the following:

Develop and support the ongoing implementation of projects or programmes adaptive results-focused monitoring, evaluation and learning system, in line with SPC and division wide MEL systems.

- Support evaluation and learning systems and processes for FAME programmes and projects.
- Assist the PMEL team in managing internal and external project reviews and evaluations.
- Provide assistance for reviewing results-focused MEL frameworks and MEL plans in consultation with the PMEL team.
- Coordinate the data collection, and analysis of MEL data.
- Conduct quality assurance of monitoring and evaluation data on an ongoing basis.
- Contribute to donor and internal SPC reporting.
- Support project and programme staff in facilitating learnings for ongoing project or programme implementation.

Support SPC FAME staff in enhancing visibility, communicating results, and coordinating member requests.

- Support SPC FAME staff and stakeholders on ongoing development and updating of MEL tools, processes and procures.
- Support project / programme managers in reporting on progress by utilising information generated through MEL processes to communicate results utilising various platforms such as data visualisation tools, social media and other knowledge products.
- Provide support to SPC FAME in coordinating the member request management system.
- Support ongoing utilisation of results, performance and learning information for learning, adaptation and communications purposes.

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

Key selection criteria

Qualifications

- Bachelor's degree or equivalent in international development management, Monitoring and Evaluation, communication, fisheries, natural resource management, or a related field.

Technical expertise

- At least 7 years' work experience in international development, in monitoring and evaluation or other performance management information.
- Experience supporting MEL experts in monitoring and evaluation of donor/grant funded programs, including the development and implementation of M&E frameworks and utilising a wide range of quantitative and qualitative research methods
- Understanding and experience in the aid and international development sector in the Pacific
- Experience in delivering high quality, user-focused reporting.
- Ability to train and mentor others in MEL.
- Experience working in a culturally sensitive manner.

Language skills

- Excellent engagement, facilitation and communication skills (oral and written) in English.

Interpersonal skills and cultural awareness

- Knowledge of Pacific Island countries and territories is an advantage.

Salary, terms and conditions

Contract Duration – This vacant position is budgeted until the 31 October 2026 and is subject to renewal depending on funding and performance.

Remuneration – the **Monitoring, Evaluation and Learning Officer** is a Band 9 position in SPC's 2023 salary scale, with a starting salary range of 3,209–3,915 SDR (special drawing rights) per month, which currently converts to approximately XPF 486,099–593,079 (USD 4,300–5,246; EUR 4,074–4,970). 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: 10 December 2023 – 11:00 pm (Noumea time)

Job Reference: CR000134

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 with developing and implementing MEL systems within project management contexts. Can you provide a specific example of a MEL framework you have developed or worked with extensively, including the tools and software you utilised for data collection, storage, analysis, and reporting?
2. Discuss a time when you used MEL data to drive project improvements? How did you ensure that the findings were communicated effectively to all stakeholders and integrated into the project to enhance outcomes and impact?
3. Explain how you coordinate MEL activities with project teams and manage sensitive data, considering ethical and cultural sensitivities. How do you facilitate learning from MEL outcomes to inform project adaptation, and can you share an instance where this was particularly successful?