



Pacific  
Community  
Communauté  
du Pacifique

- **Suva-based position (Fiji)**
- **Attractive expatriate package**
- **Join the principal development organisation in the Pacific region**

The Pacific Community (SPC) invites applications for the position of **Nursing Adviser** within its Public Health Division. This position will be located at its regional office in Suva, Fiji.

## 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 organisation works across more than 25 sectors. We are known for our knowledge and innovation in such areas as fisheries science, public health, geoscience, and conservation of plant genetic resources for food and agriculture.

The **Public Health Division (PHD)** supports member countries in attaining healthier Pacific Island people and communities by helping in public health surveillance, prevention and control of communicable and non-communicable diseases (NCD) and support for clinical services. The primary areas of focus of the division are to provide scientific and technical assistance and support the implementation of plans and programmes in member countries and territories. The primary goal for all PHD activities is to promote population health and well-being, prevent disease and injury, restore, and/or maintain health and reduce inequalities in health. PHD is primarily concerned with improving and protecting public (population) health, rather than individual treatment services as highlighted in the PHD Business Plan. The PHD is comprised of three programmes: Surveillance, Preparedness and Response Programme (SPRP), NCD Prevention and Control Programme (NCDPCP) and Clinical Services Programme (CSP).

The role – **Nursing Adviser** will lead and provide technical assistance on nursing services, research and policy development.

The key responsibilities of the role include:

### **Lead and manage nursing and midwifery leadership and governance activities at a regional level**

- Convene regional Pacific Heads of Nursing and Midwifery (PHoNM) Governance meetings.
- Manage PHoNM executive committee and technical working group meetings.
- Lead the implementation of the regional Pacific Heads of Nursing and Midwifery (PHoNM) Governance meetings recommendations.

### **Lead and facilitate communication, coordination and networking between nursing stakeholders and partners**

- Lead and manage effective networks between PICTs and strategic nursing partners and stakeholders.
- Disseminate information on nursing activity implementation.
- Lead & Coordinate the Regional Nursing activities between PICTs, strategic nursing partners and stakeholders.
- Prepare the terms of reference and oversee the provision of short- and medium-term technical assistance to countries to address nursing needs and capacity development needs.

### **Lead and implement cost effective regional nursing and midwifery approaches**

- Lead and implement cost effective regional approaches for nursing services.
- Lead the collaboration with nursing organizations and stakeholders to strengthen nursing leadership.
- Work with national counterparts, and relevant technical experts to identify and develop advanced practice nursing suited to their country population needs.
- Assist countries to develop or strengthen existing nursing and midwifery regulations and nursing licensing practices.

### **Develop and manage the networks with established institutions to conduct relevant nursing and midwifery research**

- Lead and Implement research or regional analysis to support evidence-based decision making by PICTs.
- Lead the regional collection, monitoring and reporting on nursing workforce indicators.

### **Develop new regional nursing networks and strengthening existing nursing networks**

- Identify, develop and implement continuing professional development initiatives for nurses and midwives.
- Lead PCNs discussion to identify and prioritize important discipline-specific issues/challenges.
- Implement leadership development initiatives by Pacific Clinical Networks (PCNs) for nurses and midwives.

### **Contribute as an active member of the PHD team with regard to programme planning, budgeting, reporting and publication**

- Contribute to annual work plan development, budget management and funding application.
- Monitor to meet work plan target indicators and evaluate outcomes when required.

- Contribute to development of PHD resources, conducting operational research, producing technical reports and publications.
- Assist PHD Team Leaders as required.

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

## Key selection criteria

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### Qualifications

- A registered nurse with master's degree in a relevant field such as Nursing, and other health related fields.

### Technical expertise

- At least 10 years of leading and/or managing nursing services in the Pacific.
- Demonstrated excellent understanding of project management principles.
- Demonstrated extensive work experience in nursing services planning and development.
- Demonstrated ability to implement a sector-wide response to nursing issues.
- Demonstrated experience in the development of Nursing policies and programmes.

### Language skills

- Excellent English communication skills (oral and written).

### Interpersonal skills and cultural awareness

- Ability to work in a multicultural, inclusive and equitable environment.

## Salary, terms and conditions

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**Contract Duration – 3 Years** – subject to renewal depending on funding and performance.

**Remuneration** – The **Nursing Adviser** is a band 11 position in SPC's 2023 salary scale, with a starting salary range of 3,091–3,864 SDR (special drawing rights) per month, which currently converts to approximately FJD 9,118–11,397 (USD 4,142–5,177; EUR 3,923–4,904). An offer of appointment for an initial contract will normally be made in the lower half of this range, with due consideration given to experience and qualifications. Progression within the salary scale will be based on annual performance reviews. Remuneration of expatriate SPC staff members is not subject to income tax in Fiji; Fiji nationals employed by SPC in Fiji will be subject to income tax.

**Benefits for international employees based in Fiji** – SPC provides a housing allowance of FJD 1,350–3,000 per month. 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 bilingualism, 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 Privacy Policy.

## Application procedure

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**Closing Date: 28 January 2024 at 11:59pm (Fiji time)**

**Job Reference: JM000525**

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.

For international staff in Fiji, only one foreign national per family can be employed with an entity operating in Fiji at any one given time. SPC may assist on a case-by-case basis with submissions to Fiji Ministry of Foreign Affairs for their consideration and final approval. SPC cannot and does not make any guarantee whatsoever of approval for such applications to Fiji Ministry of Foreign Affairs and where an application is approved, the spouse or partner will be subject to such terms and conditions as may be set from time to time by the Ministry.

**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. What do you think are the 3 key challenges for nursing across the Pacific Island Countries and Territories and how would you address each of these challenges?
2. The recent Pacific Heads of Nursing meeting held on 14-16 November in Fiji, identified the exodus of nurses, from Pacific countries, to neighbouring overseas countries. Given this nursing brain drain, and as a nursing adviser, what advice would you give to the Pacific Heads of Nursing and Midwifery (PHoNM) to address this nursing shortage and its challenges?
3. Patient safety is an area that cuts across clinical services and is essential to the delivery of high-quality patient care. Give us an example of how you have applied patient safety in your workplace. How would you advocate the importance of patient safety in Nursing.