

GOVERNMENT OF KIRIBATI

POSITION DESCRIPTION

1. Ministry: Ministry of Fisheries and Ocean Resources		
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: • Director of Fisheries Division • Policy Development Division • Fisheries Officer (colleagues) • Administration • Account To be referred to Manager: • Progress report • Activity plans • Project document • Duty travel report		12. External Stakeholders: • 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 • Returns of DW from Outer islands • Performance assessment of staff
13. KEY ACCOUNTABILITIES <i>(Include linkage to KDP, MOP and Divisional Plan)</i> ▪ <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.

Approved by:	Date of Issue:
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Ensuring all fisheries work programs are properly coordinated and facilitated	• 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.	Number of sustainable fisheries projects implemented Number of conservation and management measures implemented. Number of management plans enforced Number of marine species cultured for restocking and commercial purposes Marine and biological research activities conducted Updated fisheries database and updated status of the marine resources Number of staff engaged in capacity building trainings. Number of capacity building trainings conducted and attended. Better divisional output
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	• 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.	Technical assistance on relevant field required acquired Number of travels attended domestically and overseas Number of surveys attended
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10. Key Challenges	11. Selection Criteria
• Sustainable development and utilization of marine resources.	11.1 PQR (Position Qualification Requirement): Education: 1. Degree in Marine Science 11.2 Key Attributes (Personal Qualities): 1. Knowledge ○ Customer and Personal Service ○ Leadership and Management ○ Supervision ○ English Language ○ Computers and Electronics

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	2. Skills: ○ Speaking ○ Active Listening ○ Reading Comprehension ○ Social Perceptiveness ○ Monitoring 3. Attributes ○ Efficient ○ Effective ○ Innovative ○ Creative ○ Approachable ○ Cooperative ○ Fair ○ hardworking and dedicated ○ sharing ○ interested in meeting people
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