

## Background

This Activity will support PICs to address the issue of poor working conditions, labour rights violations and human trafficking on fishing vessels in the Pacific and contribute to making employment on fishing vessels in the region safe, decent and worthwhile. The Activity seeks to make employment in the Pacific fisheries sector more attractive to Pacific Island nationals thus increasing the economic returns for PICs from their fisheries resources.

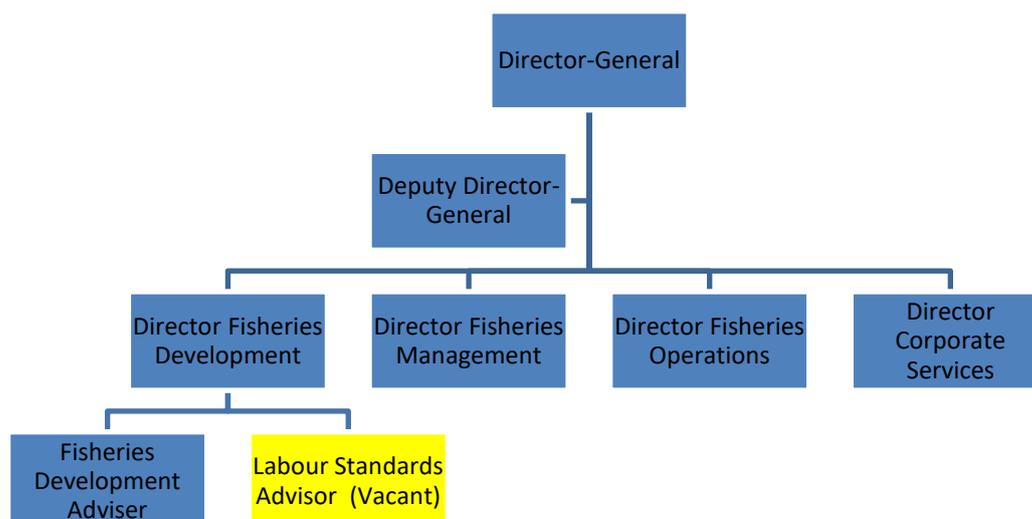
The Activity will achieve three long-term outcomes:

- Fishing entities<sup>1</sup> in Pacific Island Countries (PICs) promote and maintain safe, decent and worthwhile working conditions on fishing vessels.
- Clear regional labour standards are effectively promoted, implemented, monitored and enforced at the national level for fishing vessels flagged to, or fishing in the EEZs of PICs.
- Effective local, national, regional and international coordination and collaboration is established that promotes and protects the rights of those employed on fishing vessels.

## Job Identification

Job Reference:	
Job Title:	Labour Standards Adviser
Work Unit:	Fisheries Development Division
Responsible To:	Director Fisheries Development Division
Responsible For:	No staff to supervise
Job Purpose:	To manage the implementation of the FFA component of the Crewing project and rollout of the crewing component of the MTC.
Date:	November 2021

## Organisational Context



<sup>1</sup> The term 'fishing entity' includes both the company representatives and the employees of the entities.

## Key Result Areas

This encompasses the following major functions or Key Result Areas

1. The provision of information, opportunities for collaboration and coordination, and technical support to PICs to improve working conditions on fishing vessels.
2. Technical and operational support to PICs to develop, implement, monitor and enforce labour standards, including the national implementation of MTCs for Crew Employment Conditions.
3. The provision of knowledge and tools for advocacy, awareness raising and social consensus building on improving working conditions on fishing vessels.
4. Technical support and advice to fishing entities in PICs establish and maintain safe, decent and worthwhile working conditions on fishing vessels.

The performance requirements of the Key Result Areas are broadly described below;

<b>is accountable for</b>	<b>and is successful when</b>
<p><b>1. The provision of information, opportunities for collaboration and coordination, and technical support to PICs to improve working conditions on fishing vessels</b></p> <ul style="list-style-type: none"> <li>• Lead the roll out of the crewing MTC in FFA Members.</li> <li>• Identify and develop opportunities to expand and strengthen existing measures to monitor working conditions on fishing vessels</li> <li>• Provide advice to develop and implement regional and national data and information collection capacity and systems.</li> <li>• Provide technical support to develop new or enhance existing initiatives for crew on their rights and obligations to maintain safe, decent and worthwhile working conditions</li> </ul>	<ul style="list-style-type: none"> <li>• National implementation of the crewing MTC completed in all FFA Members.</li> <li>• Systems developed and in place to monitor working conditions on fishing vessels.</li> <li>• Systems developed and put in place collect data on crewing including cases of mistreatment and accidents.</li> <li>• Working conditions on fishing vessels improved.</li> </ul>
<p><b>2. Technical and operational support to PICs to develop, implement, monitor and enforce labour standards, including the national implementation of MTCs for Crew Employment Conditions.</b></p> <ul style="list-style-type: none"> <li>• Assist in the development of Standard Operating Procedures (SOPs) for crewing aspects of vessel inspection and in training of national personnel in the implementation of the SOPs</li> <li>• Assist in the provision of training for national agencies to identify and address poor working conditions, labour rights violations and human trafficking on fishing vessels in the Pacific.</li> <li>• Provide specialist advice and technical support to develop a system of recognition of qualifications and employment pathways.</li> </ul>	<ul style="list-style-type: none"> <li>• SOPs developed and used in vessel inspections and boarding.</li> <li>• Training provided to national agencies and follow up undertaken to assess the effectiveness of training.</li> <li>• Employment pathways developed so crew can be promoted into more skilled positions onboard vessels.</li> </ul>

is accountable for	and is successful when
<p><b>3. The provision of knowledge and tools for advocacy, awareness raising and social consensus building on improving working conditions on fishing vessels</b></p> <ul style="list-style-type: none"> <li>• Assist with awareness raising and training sessions for Pacific Island journalists on the project and on labour standards generally.</li> <li>• Assist in the provision of knowledge and tools for advocacy, awareness raising and social consensus building on improving working conditions on fishing vessels.</li> </ul>	<ul style="list-style-type: none"> <li>• Training of journalists undertaken</li> <li>• Materials developed to promote awareness. Awareness raised on the need to improve working conditions on fishing vessels.</li> </ul>
<p><b>4. Technical support and advice to fishing entities in PICs establish and maintain safe, decent and worthwhile working conditions on fishing vessels.</b></p> <ul style="list-style-type: none"> <li>• Provide support and advice to fishing entities in PICs to establish and maintain safe, decent and worthwhile working conditions on fishing vessels.</li> <li>• Provide technical support to fishing companies and fishing industry associations in PICs, to develop and implement codes of conduct, consistent with regional and international labour and human rights standards</li> </ul>	<ul style="list-style-type: none"> <li>• Fishing entities identified and technical support provided.</li> <li>• Implementation support provided to fishing companies and industry associations.</li> </ul>
<p><b>5. Project Management and Governance</b></p> <ul style="list-style-type: none"> <li>• Manage the implementation of the FFA component of crewing project.</li> <li>• Participate in governance arrangements for the project including meetings for the activity Governance Group</li> <li>• Liaise with other implementing partners including the lead agency, the international Office of Migration, the International Labour Organisation and the UN Office on Drugs and Crime in the implementation of the project.</li> </ul>	<ul style="list-style-type: none"> <li>• FFA component of the project managed effectively and project financial and narrative reports submitted on time and accepted by IOM.</li> <li>• FFA participated effectively in all meetings of the Activity Governance Group.</li> <li>• Effective liaison arrangements established with all implementing partners.</li> </ul>

*Note:* The above performance requirements are provided as a guide only. The precise performance measures for this job will need further discussion between the jobholder and supervisor as part of the performance development process.

### **Work Complexity**

The most challenging duties typically undertaken-;

- Getting stakeholders to commit to work in a new area of work, that being combatting modern slavery in the tuna fishery.
- Managing relationships with the other Implementing Agencies noting that FFA exposure with these Agencies has been limited.
- Developing systems to monitor and enforce labour standards.

**Functional Relationships & Relationship Skills:**

<b>Key internal and/or external contacts</b>	<b>Nature of Contact most typical</b>
<b>External</b> <ul style="list-style-type: none"><li>• FFA Members</li><li>• International experts</li><li>• Other stakeholders in the fisheries sector</li><li>• Fishing Entities</li></ul>	<ul style="list-style-type: none"><li>• Provide and receive information</li><li>• Keeping up to date with global developments and their implications for FFA Members.</li><li>• Analyse and provide advice for FFA members and its stakeholders.</li><li>• Convey and receive information pertaining to the activities</li></ul>
<b>Internal</b> <ul style="list-style-type: none"><li>• Director Fisheries Development Division</li><li>• Other FDD Staff</li><li>• FFA Management</li><li>• CSD (Finance)</li><li>• Legal Unit</li></ul>	<ul style="list-style-type: none"><li>• Receive directions</li><li>• Report on progress of work</li><li>• Provide and receive information</li><li>• Receive and provide information</li><li>• Liaise on common areas of interest and cross cutting issues</li><li>• Liaise with Finance on procurement of goods and services for the project</li><li>• Seek clarification and work on contentious issues</li></ul>

**Level of Delegation**

The jobholder:

<ul style="list-style-type: none"><li>• Preparing requisitions and purchase orders for the approval of the Director, Fisheries Development</li><li>• Managing and reporting on the budget and activities for the project.</li></ul>
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## Person Specification

Essential	Desirable
<p><b>Qualification</b></p> <ul style="list-style-type: none"> <li>• A Bachelor's degree in business management, industrial relations or similar qualification.</li> </ul> <p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• At least five years of experience in employment advocacy, preferable in a fisheries or maritime context.</li> <li>• Demonstrated experience in project implementation and management.</li> <li>• At least 3 years of experience in policy development and policy review work</li> </ul> <p><b>Skills, Knowledge and Abilities</b></p> <ul style="list-style-type: none"> <li>• Knowledge of WCPO tuna fishery</li> <li>• Proven experience in researching, preparing and presenting submissions to national and international forums</li> <li>• Excellent interpersonal skills with a view to convey information to audiences with different views</li> <li>• Demonstrated ability to communicate fluently both orally and in writing with a range of stakeholders</li> <li>• Demonstrated familiarity with Microsoft Office such as Word, Excel, and PowerPoint.</li> </ul>	<p><b>Qualification</b></p> <p>Nil</p> <p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Experience in maritime or fisheries sea going roles</li> <li>• Prior experience working the Pacific Islands and/or other developing countries</li> <li>• Familiarity with crew recruitment procedures and vessel clearance and port inspection procedures.</li> </ul>

This section is designed to capture the expertise required for the role at a 100% fully effective level. (This does not necessarily reflect what the current jobholder has). This may be a combination of knowledge/experience, qualifications or equivalent level of learning through experience or key skills, attributes or specific competencies.

### Key Skills/Attributes/Job Specific Competencies

The following levels would typically be expected for the 100% fully effective level:

Expert Level	<ul style="list-style-type: none"> <li>• Excellent knowledge of international agreements and national legislation covering employment on fishing vessels</li> <li>• Excellent knowledge of working conditions on fishing vessels</li> </ul>
Advanced Level	<ul style="list-style-type: none"> <li>• FFA and Member countries needs policy and legislation covering working conditions on fishing vessels</li> <li>• Member countries capability gaps in enforcing minimum standards for the treatment of fishing crew.</li> </ul>
Working Knowledge Level	<ul style="list-style-type: none"> <li>• Overall outcome of the Fisheries Development Division in Achieving Corporate Objectives and Member countries' aspirations</li> <li>• Fisheries Management and MCS issues</li> </ul>
Awareness	<ul style="list-style-type: none"> <li>• Global fisheries issues and modern slavery in the fishing industry</li> </ul>

## **Key Behaviours**

*All employees are measured against the following Key Behaviours as part of Performance Development*

- Commitment/Personal Accountability
- Professional/Technical Expertise
- Teamwork
- Customer Focus
- Effective Communications & Relationships
- Leadership
- Coaching and Development (for Managers only)
- Strategic Perspective (for Managers only)

## **Personal Attributes**

- Relevant Qualifications
- Excellent Analytical Skills
- Excellent Communication Skills
- Results orientation
- Ability to manage and work well in multi-disciplinary and multi-cultural teams.
- Ability to work in an organized and systematic manner.
- Ability to transfer information/knowledge to a non-technical audience
- Recognizes and responds appropriately to the ideas, interests and concerns of others
- Builds trust and engenders morale by displaying open, transparent and credible behaviour
- Respects individual/ cultural differences
- Utilizes diversity to foster teamwork
- Ensures others understanding of, involvement in, adaptation to a change process

## **Change to Job Description:**

From time to time it may be necessary to consider changes in the job description in response to the changing nature of our work environment-including technological requirements or statutory changes. Such Change may be initiated as necessary by your Director. This Job Description may also be reviewed as part of the preparation for performance planning for the annual performance cycle.