



MIMRA

Marshall Islands Marine Resources Authority

MIMRA Position Description			
1	Authority: Marshall Islands Marine Resources Authority		
2	Job Title: Fisheries Development Officer		
3	Pay Level:		
4	<p>Location and Working Conditions:</p> <ul style="list-style-type: none"> ● Position Location: Kwajalein Atoll Fish Market Center (KAFMC) – Ebeye Island ● Two-year contract with 6-month probation period and possibility of extension subject to performance evaluation. ● Full time (40 hours per week). ● Frequent domestic travel and occasional international travel for meetings, consultations, workshops and/or training. ● Travel to outer island sites via boat or plane. Able to tolerate long hours at sea to reach destination. ● May spend long hours sitting and using office equipment and computers, which can cause muscle strain. Will also have to do some lifting of materials and supplies from time to time. ● The position is primarily located in a busy, open area office and may be faced with constant interruptions and must meet with others on a regular basis. ● There are a number of deadlines associated with this position, which may cause significant stress. Must also deal with a wide variety of people on various issues. 		
5	<p>Purpose: The Coastal Fisheries Division of MIMRA is responsible for the following activities:</p> <ol style="list-style-type: none"> 1. Facilitating the development of community-based resource management for conservation and sustainable livelihoods throughout the Marshall Islands; 2. Achievement of the Micronesian Challenge goals of effectively conserving 50% of near-shore marine areas; 3. Developing regulations, monitoring and enforcement processes to better manage coastal marine resources, including threatened and endangered species; 4. Assist aquaculture team to develop sustainable livelihood projects; 5. Educating the community about marine resources and regulations governing these resources. <p>As a member of the MIMRA Coastal Fisheries Division, the position will be required to lead or participate in a variety of projects and activities to help the team achieve their annual work plan. The special focus of this position is to assist with ongoing Coastal Fisheries Division policy, planning and implementing fishery development projects in the Marshall Islands. The post requires excellent communication skills (written and spoken) in English and Marshallese. The Officer will work closely with the KAFMC Manager to aid as needed. While working under the direction of Chief of Coastal Fisheries Division, this role is expected to show leadership in the management of duties and the achievement of outcomes.</p>		
6	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Position Responsibilities/Duties:</td> <td style="width: 50%;">Performance Indicators:</td> </tr> </table>	Position Responsibilities/Duties:	Performance Indicators:
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6.1	<p>Facilitate fisheries development</p> <ul style="list-style-type: none"> ● Promote the National Fish Aggregating Device (FAD) program at local level ● Assist communities with FAD construction, rigging and deployment ● Promote tuna and reef fish post-harvest training at KAFMC facility and other areas (i.e. fishing techniques) ● Assist in identifying capacity-building and training needs of KAFMC in regards to information collection and sharing, and identify opportunities and programs to address these needs on an ongoing basis. ● Provide timely reports or information upon request ● Other assign marine related tasks by Coastal Fisheries Division 	<ul style="list-style-type: none"> ● FADs are promoted at community consultations ● FADs are deployed, and maintained by local fishers on site ● Post-harvest training is promoted and introduced to new sites ● Capacity training and other needs are identified and addressed ● Reports and information are shared on timely basis ● Carried out other marine related activities
6.2	<p>Regulations, Monitoring and Enforcement</p> <ul style="list-style-type: none"> ● Carry out fisheries research activities <ul style="list-style-type: none"> ○ Fish market data collection using (MIMFIS/Ikasavea/FishKit) ○ Ciguatera monitoring ○ FAD monitoring and catch data collection ● Contribute to the development of fisheries monitoring and enforcement procedures ● Assist the Coastal Fisheries Division with enforcement and compliance of MIMRA policies and regulations on Kwajalein Atoll and immediate neighboring atolls. 	<ul style="list-style-type: none"> ● Fish market data and other fish data are recorded in MIMFIS, Ikasavea and FishKit tools. FAD monitoring/condition and catch data are collected from local fishers ● Collecting, entering and analyzing data and information from survey and research work for reporting. ● Contribute to the development of policy and regulations concerning fisheries development and trade in the Marshalls. ● Contributed to the development of fisheries monitoring and enforcement procedures. ● Assist in monitoring, enforcement of fisheries regulations and investigations of reports of violations.
6.2	<ul style="list-style-type: none"> ● Lead role in overseeing data collection collation, storage, analysis and reporting from projects. 	<ul style="list-style-type: none"> ● trip reports ● Corporate Plan quarterly reports
6.3	<ul style="list-style-type: none"> ● Liaise with programs and outer island staff to ensure timely reporting. 	<ul style="list-style-type: none"> ● Trainings ● Monitoring trip reports ● Recommendation report

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6.4	Other duties: <ul style="list-style-type: none"> ● Attend and participate in weekly team meetings for the Division ● Prepare a monthly or quarterly individual workplan ● Report back weekly on achievements and results, and any constraints or barriers ● Participate in the MIMRA performance management system as directed by supervisor ● Other tasks as directed by the Director and Deputy Director 	<ul style="list-style-type: none"> ● Participated in weekly or monthly team meeting ● Monthly or quarterly individual workplan is submitted ● Report on weekly achievements, results, and constraints are shared ● Participated in MIMRA performance management system
7	Reports Directly to: Chief, Coastal Fisheries Division	
8 Person Specification for this Post:		
8.1	Role Related Skills/Capacity:	<ul style="list-style-type: none"> ● Excellent understanding of data collection and management. ● Knowledgeable or well versed on the regulatory environment of MIMRA including the MIMRA Act, MIMRA regulations, and other RMI laws and regulations. ● Strong stakeholder engagement and facilitation skills including a good understanding of MIMRA's partner agencies and organizations. ● Well-developed project management skills including the ability to liaise effectively with project partners.
8.2	Communication and Language Skills:	<ul style="list-style-type: none"> ● Must have excellent skills in communication, writing, and public speaking. ● Must be able to speak English and Marshallese and have good written English and Marshallese. ● Must be comfortable working with different types of people in a community setting. ● Cultural knowledge and respect for Marshallese customs and traditions.
8.3	Personal Attributes:	<ul style="list-style-type: none"> ● Must have a strong work ethic and organizational skills with attention to detail. ● Must have the ability to multi-task with strong time and stress management skills. ● Creative. ● Must be comfortable leading and being part of a team including public speaking, conflict resolution and supporting team members. Also, be comfortable working with different types of people in a community setting. ● Willingness to learn and develop new skills. ● Ability to maintain strict confidentiality in performing the duties of the role with honesty and integrity. ● Must be physically fit for field work. ● Willing to travel to other islands within the RMI, and tolerant of tropical conditions.

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8.4	Education:	<ul style="list-style-type: none">• University degree in Fisheries, Environmental Management, Economics, Business Administration or related fields.
8.5	Experience:	<ul style="list-style-type: none">• Minimum 5 years of professional experience in MCS&E• Experience in strategic planning and performance measurement and knowledge in evaluation methodologies.• Experience in project management
9	Endorsement:	
9.1	MIMRA Executive Director	Name: Sign: Date:
9.2	(insert position) (I certify that I have read and fully understand the responsibilities assigned to this position)	Name: Sign: Date:

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