

10TH MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE (FAC)

Manta, Ecuador, 9, 10 & 14 February 2023

FAC 10 – Doc 12 Secretariat Staffing Strategy

Executive Secretary

1. Background

The request for a staffing strategy can be traced back to a recommendation arising from the 2019 discussions on the 1st SPRFMO performance review (paragraph 396b) where the panel:

*“**Recommends** that the Commission, on advice of the Executive Secretary, give consideration to reviewing the structure of the Secretariat to ensure the most cost-effective use of staff resources, and to investing additional resources in building the capacity of the Secretariat to analyse scientific and MCS data”.*

In 2022, during FAC9, the Executive Secretary proposed a workplan to develop a Secretariat strategic plan using Member input to inform Secretariat tasking and priorities to ensure that the future resourcing needs of the Organisation were met. In response, FAC9 expressed disappointment that they did not get a staffing strategy considering that this item had been requested in 2020 and felt that a Secretariat strategic plan was unnecessary.

“The FAC reiterated its request for a staffing strategy, to be presented at the next FAC meeting, to ensure the staffing profile is appropriate”.

This paper reviews the current structure of the Secretariat from the point of view of the Executive Secretary to evaluate whether the current structure is appropriate and represents the most cost-effective use of staffing resources. The paper then presents the anticipated staffing resources needed to support the near and medium-term (1-5 years) staffing needs of the Organisation and to build capacity within the Secretariat to provide analytical support for scientific as well as monitoring compliance and surveillance needs.

The **FAC10** is invited to:

- **Agree** that the staff roles in the SPRFMO Secretariat represent an effective use of current resources;
- **Endorse** the staffing strategy as outlined in this document;
- **Recommend** that Secretariat staffing be increased by 1 position during the 2023-24 financial year by recruitment of an [Information Analyst] / [Science Manager]
- **Consider** how this increase in staff resource should be funded and advise the Commission as appropriate.

2. Current Secretariat resourcing and functional areas

It is useful to recall that since 2013 the number of Secretariat staff and associated responsibilities have evolved from the minimum staffing initially recommended for consideration by the SPRFMO Preparatory Conference.

The Preparatory Conference Recommendation was adopted and the first budget for the organisation was based on a Secretariat staff of 4 - Executive Secretary (P5), Data Manager (P3), Data Assistant (P1), and an Administration Officer (P1).

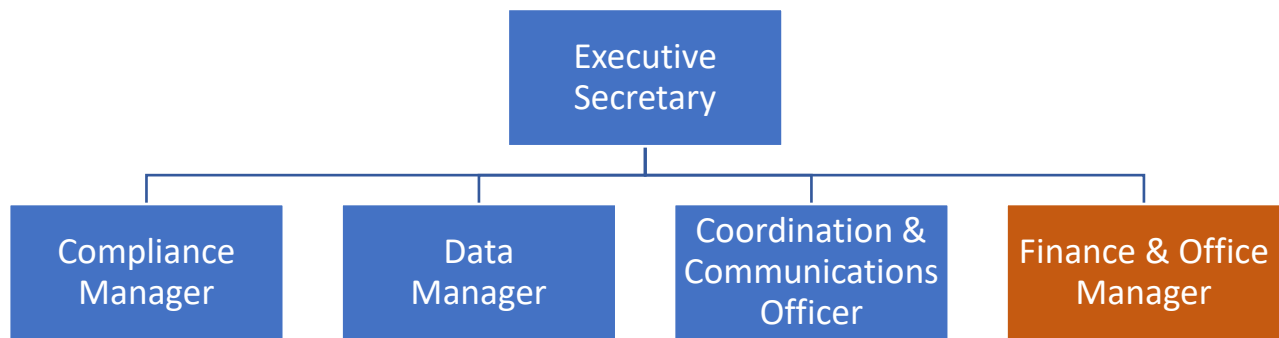
Since then, the Secretariat has had experience with outsourcing for finance, legal and IT services, provision of expert advice, rapporteurs, accreditation evaluator, as well as VMS, database, and website development. Consistent with Article 14 (para 5) of the Convention, many of these services continue to be provided under contractual arrangements while others have been brought back in-house.



The SPRFMO Secretariat currently consists of 5 staff as follows (Figure 1):

- Executive Secretary, professional grade 5 (Mr Craig Loveridge)
- Compliance Manager, professional grade 3 (Mr Randy Jenkins)
- Data Manager, professional grade 3 (Dr Tiffany Vidal)
- Communications and Coordination Officer, professional grade 1 (Ms Susana Delgado Suarez)
- Finance and Office Manager, general service (Ms Yanbin Liu)

Figure 1. Current structure of the SPRFMO Secretariat



The overall objective of the Organisation is clearly stated in Article 2 of the Convention; however, while this objective provides direction for the Organisation as a whole, the specific goals and functions of the Secretariat are generally less clear. For example, from the SPRFMO Convention:

Article 14, para 1: *The Secretariat shall perform the functions delegated to it by the Commission.*

Article 14, para 4: *The Executive Secretary shall ensure the effective functioning of the Secretariat.*

Article 14, para 5: *The Secretariat to be established under this Convention shall be cost effective. The setting up and the functioning of the Secretariat shall, where appropriate, take into account the capacity of existing regional institutions to perform certain technical secretariat functions and more specifically the availability of services under contractual arrangement.*

Article 28: *The observer programme shall be coordinated by the Secretariat of the Commission.*

And from the Rules of Procedure:

Rule 6, para 2: *The Executive Secretary shall:*

- b) address communications to the Depositary, pursuant to the provisions of Article 35 of the Convention;*
- c) receive notifications of the designated representatives, experts and advisers at meetings and report thereon to the Commission as required;*
- d) manage the collection and sharing of data and information in accordance with Article 23 of the Convention and standards, rules and procedures as may be determined by the Commission;*
- e) keep the Commission informed of any issues or matters which may be of interest to it; and*
- f) perform such other functions as may be assigned to him or her by the Commission.*

Rule 6, para 3: *The Executive Secretary shall assist the Commission and its subsidiary bodies in fulfilling their respective tasks.*

As can be seen, the functional description of the Secretariat is very broad, and is mostly described using the role of the Executive Secretary. In addition, there are several short-term or recurring tasks that are specified either in the Financial Regulations, the Conservation and Management Measures or within individual meeting reports.

The current major functional areas for the Secretariat are:



Communications. Receive notifications of the designated representatives, experts, and advisers at meetings, send out regular letters to inform participants about upcoming meetings, the progress of the Commission’s work and reminders regarding deadlines and other matters. Manage the contents and functionality of the SPRFMO website. Engaging with other relevant organisations and international processes.

Data and document management. The receipt, processing, compilation, storage, and dissemination (where appropriate) of data, documents and reports submitted by the Participants and produced by the various Commission bodies.

Finance and administration. Execution and preparation of the organisations budget and associated funds in a responsible, efficient, and accountable manner, calculation and collection of Member and CNCP contributions, audit and New Zealand tax returns including GST refund, contract management, administration of extra-budgetary funds, office upkeep, travel arrangements, human resource management, general logistical support to the activities of the technical sections. Direct support to the Finance and Administration Committee and its Chairperson(s).

Information technology. Provide basic computer infrastructure, including maintenance of the network and servers, as well as internet/website/*Teams* support.

Meeting coordination. Logistical support in the organisation and facilitation of meetings (inter-sessional and in-person), rapportuering, and assisting with preparation of meeting reports. Aiding the host in organising meetings of the Commission and its subsidiary bodies.

Support to compliance activities. Maintenance of lists of vessels and compliance related data; operations, monitoring and reporting pertaining to the SPRFMO VMS, facilitating port and at-sea inspection information and document exchange, maintaining/updating IUU vessel lists, reporting on compliance by Members. Assistance to Members in the implementation of SPRFMO CMMs. Direct support to the Compliance Committee and its Chairperson(s).

Support to scientific activities. The acquisition and processing of scientific data and preparation of scientific analyses, as required by the Scientific Committee. Supply of data and analytical support as requested by the SC working groups. Direct support to the Scientific Committee and its Chairperson(s), including working groups.

The matrix of Secretariat tasks supporting the various functional areas is contained in Annex 1 and a history of the development of the 4 staff positions follows:

The importance of excellent data management practices and processes has been a theme that has resonated within the Organisation since the very beginning. This was reflected in the establishment of a Data Manager position and the associated Data Analyst contract that was in place prior to 2013 and until 2020. Currently in SPRFMO, the Scientific Committee is supported by the Data Manager (as good Science often relies on good data) as well as the provision of external expert support (such as the support provided for the jack mackerel assessment and more recently the intersessional meetings coordinator).

In 2016, the Organisation’s financial administration was brought in house with the creation of a Finance and Office Manager position. The creation of this position has led to considerable cost savings and strengthened the organisations fiscal management as well as its budgetary processes. This position provides the needed expertise to ensure that the various funds are managed appropriately alongside the now considerable voluntary contribution amounts that are critical to the Organisation’s ability to achieve its objective.

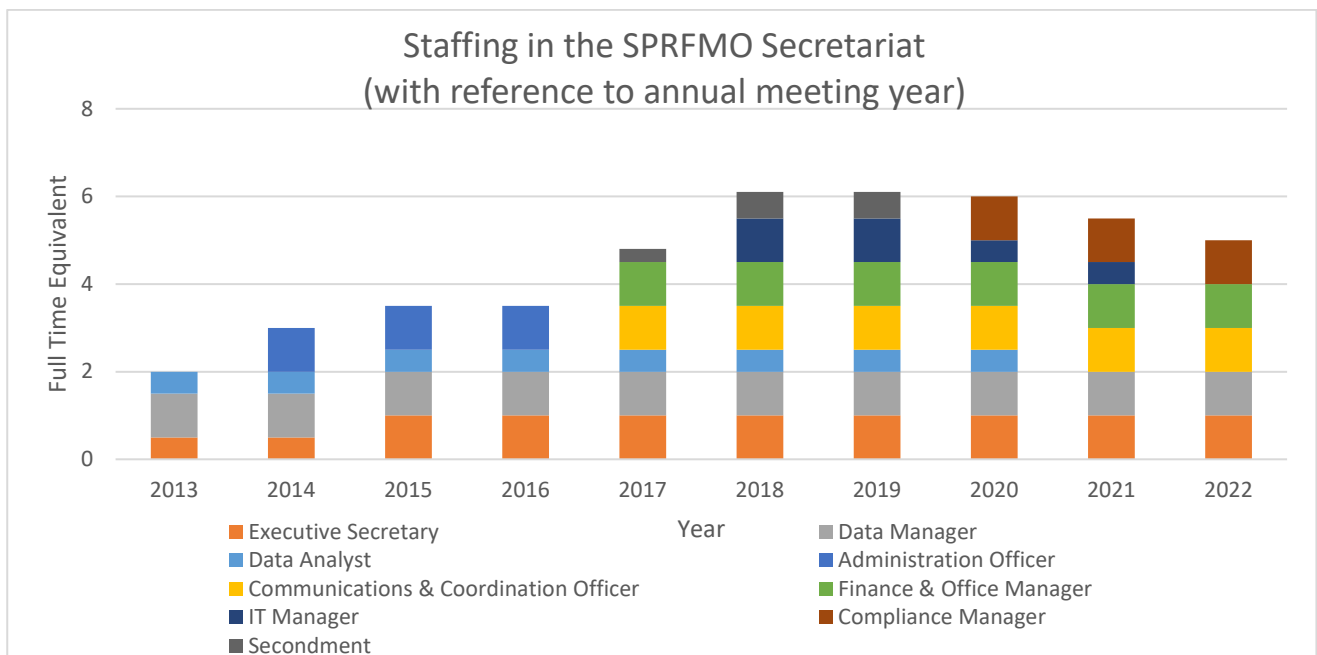
In 2017, the FAC was presented with the rationale for a Coordination and Communications Officer. The reasoning for the creation of this position remains relevant today as facilitating communication among the Members and Cooperating non-Contracting Parties of the Organisation is a key role of the Secretariat. This role was created as part of an organisational restructure, and an existing staff member was established in the role. This position is critical to SPRFMO’s mission considering the support for communications (Member support, official letters, and email correspondence), website administration, and extensive meeting coordination and logistical support (especially given the SPRFMO practice of sharing hosting responsibilities).



The 2019 performance review, after considering the views of the Members, recommended that the Commission prioritise hiring a professional staff member with compliance expertise to lead the Secretariat’s efforts to implement the MCS measures already adopted and to analyse the data captured through these measures. In response, Chile provided a professional with compliance expertise and this ultimately led to the creation of a permanent compliance Manager position within the Secretariat. This position has been well received and the Organisation is already seeing the benefits of having specific expertise and a dedicated year-round focus on MSC activities.

In the opinion of the Executive Secretary, after considering this history and the identified functional areas, the current staff roles are appropriate and represent an effective use of the resources which are available to the Secretariat at the present time (being 5 full time staff).

Figure 2: Historical staffing in the SPRFMO Secretariat



3. Anticipated Secretariat Resourcing

In 2019, the first SPRFMO performance review considered that the Secretariat was at the limits of what is achievable with the (then) current financial and personnel resources. The panel recorded its view that if the Commission adopts conservation and management measures which require the Secretariat to perform additional tasks, it should accompany this with the necessary budgetary resources to fund the increase in responsibilities. Finally, the panel also noted the significant need for increased analysis of data collected pursuant to existing and developing MCS measures. Since then, the Organisation’s financial resources have increased, but the corresponding personnel resources have decreased by more than 1 full-time employee (Figure 2). Although the rate of adoption of new Conservation and Management Measures has slowed (5 new CMMs were adopted since 2019, 2 of which were for exploratory fisheries), the CMMs continue to be refined and these refinements often result in new Secretariat tasking. As of 2022, this has resulted in 98 additional ongoing tasks that the Secretariat manages throughout the year with an average of 10 new tasks being added each year as a result of Subsidiary Body requests and or Commission decisions. In addition, the volume of information received and processed, the number of meetings requiring support, and general routine Secretariat activities have been steadily increasing (refer FAC10-Doc10).



For instance, the Compliance manager spends on average between 12 and 18 hours per week monitoring vessels and managing the associated data gaps, alerts and stoppages using the Commission VMS. Over the past year the Data manager has spent between 10 and 12 hours per week updating the SPRFMO Record of Vessels. The Communications and coordination officer spends upwards of 10 hours per week solely on official communications and the Finance and office administrator spends approximately 12 hours per month processing organisational payments and payroll. These singular tasks take up significant portions of staff time which in turn means there is less time available for the other functions (refer to Annex 1).

The COVID-19 pandemic has also had a notable effect on the intersessional workings of SPRFMO. Specifically, the Compliance and Technical Committee convened the COVID-19 Electronic Working Group in 2020; the Commission convened the Intersessional Working Group on Port Inspections in 2021; and an Intersessional Working Group was established to review CMM 03 (Bottom Fishing) in 2022. In addition, the Scientific Committee responded to the restriction on in-person meetings by holding 16 intersessional virtual meetings in 2021 and 24 such meetings in 2022. The increase in intersessional activities has been beneficial and certainly assisted with progressing various aspects of the Organisation's work. It seems very likely that these activities will continue now that Members and the Secretariat have become more familiar with the logistics and usefulness of virtual meetings.

The following paragraphs briefly analyse the SPRFMO Secretariat using the strengths, weaknesses, opportunities, and threats (SWOT) methodology:

Strengths: The Secretariat staff are loyal, hardworking, adaptable and all have an ability to multitask. The staff are resilient to high stress situations and able to handle competing priorities well. The SPRFMO has a good reputation and is an energizing Organisation to work for. The Organisation's benefits compare well with local employment and its international nature is a point of difference. The overall financial position of the organisation is healthy, although there is a widening gap between Member funding and the organisations expenses.

Weaknesses: The wide range of competing duties coupled with increasing organisational activities and an ageing data management framework has led to increased demands on the staff. Many of the processes in place are manual and time consuming. For the Secretariat to continue to meet the growing demands of the Organisation, with the highest level of commitment and quality, advances in efficiency must be made. At this moment in time, efficiency of workflow has not kept pace with the increased level of work. This situation limits the Secretariat from being as dynamic as it could be, and impacts staff morale, as there is little time to explore and innovate and work on longer-term projects. In addition, the SPRFMO cycle leads to perennial anxiety as annual decisions frequently have a large impact on work plans.

Opportunities: The Secretariat has been notified that the data services provided will no longer be able to support SPRFMO. This is a challenge, but also an opportunity to modernise the data management framework and address one of the key identified weaknesses: efficiency of the workflow. An evaluation of tenders and new contract will focus on improvements in efficiency, accuracy, transparency, and enhanced analyses to enable the SC, Commission, and Members greater access to and use of SPRFMO-held data assets to improve upon the science and management of SPRFMO resources. There is also a need to strengthen the Secretariat's ability to support the various Subsidiary Bodies (including the Scientific Committee). The Commission regularly solicits external experts to support the Organisation's science needs and building greater capacity within the Secretariat would allow for greater continuity, progress, and contributions to scientific research and would support more rigorous decision-making advice being supplied to the Commission. SC10 specifically recommended that the Secretariat take on more analytical responsibility. The compliance activities and developing work plan have also identified a gap in analytical resource. This gap has been exacerbated by the day-to-day management of the Commission VMS which in turn means that the ability for the Secretariat to provide comparative analyses across the various SPRFMO held data assets is currently very limited.

Threats: The current economic climate is tough with high inflation affecting staff and Members alike, and ongoing impacts of the pandemic are still being felt in many administrations. New Zealand is a remote outpost, and it does require a significant commitment to relocate to a new country particularly one with a relatively high cost of living. There is a limited pool of international fisheries experts, and such people will always be in high demand.



The increased tasking coming from the work of the Commission, the increased volume of data being managed by the Secretariat, the need to support the Scientific Committee's multiannual workplan and broaden the compliance activities clearly make the case for additional staffing in the Secretariat.

In the opinion of the Executive Secretary, it is mission critical that the Secretariat staffing be increased by 1 FTE¹ as soon as possible with a 2nd FTE provisionally considered for the 2026-27 Financial year.

The proposed positions are for an Information Analyst position (General services) and a Science Manager (Professional staff).

The first position is for an Information Analyst that would provide direct support to the Data and Document management functions and provide additional support for Compliance Activities. An indicative job description is attached in Annex 2.

The Science Manager position would provide direct support for the Organisation's Scientific Activities and free up the Data Manager which would allow for a renewed focus on enhancing SPRFMOs information base as envisioned in Article 23 of the Convention. An indicative job description is attached in Annex 3.

As per the Staff Regulations, it is the Commission that shall designate staff positions for SPRFMO employees. Hence, the draft budget proposal prepared for 2023-24 does not contain a budget item for new staff.

The annual cost to the Organisation for an Information Analyst is estimated at NZ\$ 90,000. The cost to setup such a position could be absorbed into the current budget. The annual cost could be funded in three ways:

- Funds from the Accumulated surplus account could be used to discount the associated cost (e.g., by 75% in 2023-24, 50% in 2024-25 and 25% in 2025-26). This would create the position now and would provide more balance in the Secretariat with regards to job classifications and increased certainty for work planning.
- The Organisation could accept a secondee as per the current policy on Secondees and Interns. This could provide a bridge and allow the Organisation more time to assess the effectiveness of the role and prepare for such a position to be supported as part of the Organisation's budget.
- The Organisation could seek to support the position by requesting money through voluntary contributions or external grants. This option carries more risk and is likely to come with additional administrative costs and oversight, but it would also help smooth the funding implications for the wider membership.

The annual cost to the Organisation for a Science Manager (P3) is estimated at NZ\$ 190,000 with one-off setup costs estimated at NZ \$ 75,000.

¹ Full Time Equivalent



ANNEX 1: SECRETARIAT FUNCTIONS AND AREAS (December 2022)

CRAIG LOVERIDGE (CL)				TIFFANY VIDAL (TV)			
Coordination, Comm & Sec		External cooperation		Data Management		Fisheries Science	
Task	Backup	Task	Backup	Task	Backup	Task	Backup
Direct & supervise employees		Common Oceans (ABNJ) project	TV	Record of Vessels	CL	SC Agenda/papers/workplan	CL
Secretariat effective functioning	All staff	FAO/COFI/CBD		Receive, process, store SPRFMO data assets		Intersessional SC support (WGs/Comms)	SD
Commission Annual Report	SD	Other States/NGO/IGOs	SD	Data infrastructure planning	CL	SC report/expert coordination	SD
Extraordinary requests		RSN/RFBs/other RFMOs		Database development/maintenance		Fishery data analyses	
Member/CNCP relations	SD	MoUs/Arrangements		Monthly/15-day fishery catch reports	SD	Observer programme coordinator	CL
Contract & grant oversight	YL	UN-ICSC/-DOALOS/-FSA		Annual meeting (CTC, FAC, COMM) papers (Fisheries, RoV, Obs, Data)	CL	CMM review/input/tech editing	RJ
SPRFMO-rel. guidance		HQ Agreement/Depository	SD	FIRMS-CWP (Data WG)		MoU Implementation (Data & Science)	
Commission Agenda/planning	SD			ALDG	RJ	EU Grants (MSE/Spatial tools/training)	CL
Overseeing Deadlines	SD			Data requests	CL		
SUSANA DELGADO (SD)				RANDY JENKINS (RJ)			
Communications		Meeting Coordination		Compliance monitoring		VMS Manager	
Task	Backup	Task	Backup	Task	Backup	Task	Backup
Branding & formatting		Invitations, timing, schedules	YL	CMS reporting	CL	Monitoring the number and movements of vessels	CL
Contact management	CL	Logistics	YL	CMM review/input/Tech editing	SD	Monitoring VMS gaps, alerts, and stoppages	TV
Public relations	CL	Planning support	CL	Port inspections	TV	Filing, investigating, follow up and reporting	
Social media		Registrations	YL	Boarding and inspection	CL	VMS data requests and geo-fencing	TV
Website administration	TV	Visa support	CL	IUU related work	CL	VMS simultaneous reporting connections and security	CL
General inquiries	CL	Onsite support	YL	CTC Agenda/papers/support	CL	Communications and work planning with VMS service provider	TV
Official communications	CL	Observer relations	CL	Intersessional CTC support (WGs/Comms)	SD	VMS Bills & Payments	YL
Reminders to Members	CL	Sec Admin report	CL	CTC report/coordination	TV		
SPRFMO Meeting Reports	CL	Technical editing CMMs	TV	IMCS network/PPCN	CL	MoU Implementation (Compliance)	
YANBIN LIU (YL)							
Finance Administration		Office Administration					
Task	Backup	Task	Backup				
Banking and fund management	CL	Contractors & Service Providers	SD				
Collaboration with auditors and tender setup	CL	Office Equipment & supplies	SD				
GST/PAYE returns	CL	Office management	SD				
Income, expenses and accounting record	CL	Travel bookings/DSA	SD				
Payroll, UN salaries, pension	CL	HR – leave, recruitment, and termination	CL				
FAC agenda, papers, presentation, reports	CL	Office and finance policy implementation	CL				
Financial Statements, monitoring and planning	CL						
Budget and grant preparation	CL						
Budget and grant monitoring	CL						



ANNEX 2: Information Analyst– Draft Job Description

1. Nature of Duties

1.1. Broad Job description

The Information Analyst will be tasked with supporting the Organisation’s data and compliance work programmes. The main functions of this position will be to assist with the processing of incoming data files, develop workflow efficiencies, optimize SPRFMO processes, and assist with the creation of an information strategy.

The Information Analyst will strengthen the day-to-day receipt, storage and retrieval of SPRFMO fisheries and compliance data. They will be able to recognise challenges and opportunities within the SPRFMO information architecture and ultimately provide solutions that help achieve the Organisation’s goals. The successful person will have experience working under strict regulatory and reporting requirements and in generating accurate and comprehensive reports and presentations on operational data.

The Information Analyst will work in close cooperation with the Data Manager and Compliance Manager.

The duties may include international travel to SPRFMO Member and Cooperating Non-Contracting Party (CNCPS) countries and/or other locations.

1.2. The Key functions will be:

1. Supporting the day-to-day receipt and storage of fisheries information which is submitted to the SPRFMO Secretariat;
2. Developing or optimising strategies for improved data processing efficiency and quality, including the cross validation of SPRFMO data in order to meet regulatory and reporting requirements;
3. Creating data summaries, reports and presentations to guide SPRFMO discussions and decision makers;
4. Supporting ad hoc data requests within the existing confidentiality rules and security policies;
5. Assisting the Executive Secretary to establish project objectives, budgets, and timelines, monitor progress, and evaluate performance;
6. Developing effective appropriate functional relationships with colleagues including those from Members and other RFMOs;
7. Communicating effectively and collaborating with other staff and external contractors to provide expertise and insight.

2. Eligibility

Any discrimination based on any grounds such as sex, race, colour, ethnic or social origin, religion or belief, political or other opinion, membership of a national minority, property, birth, disability, age, or sexual orientation shall be prohibited.

2.1. Selection specific criteria/Minimum Requirements

1. Qualifications: University degree in a relevant field, such as, but not exclusively, computer science, mathematics, fisheries science, environmental science, information management or statistical analysis.
2. Experience with data manipulation, analysis, and visualization (using R or similar programs)
3. Experience with relational databases and SQL
4. Experience: In addition to the education qualifications required above, candidates must have 3 years of professional experience, of which at least 1 year should be in a field related² to the nature of the duties

² Analyst-based work in a relevant domain, such as applied fisheries conservation and management, environmental sciences, information management and/or mathematics.



described under Section 1.

The professional experience may have been gained, for example, in the national and/or regional administrations, international organisations and/or bodies, academia, research institutes, industry, non-governmental organisations or as a self-employed activity.

5. Beneficial: Experience with software or website development

2.2. Knowledge of languages³

English is the official and working language of the Secretariat, the Commission, and its subsidiary bodies, therefore candidates are expected to be fluent in English.

Chinese, French, Russian or Spanish language knowledge will be considered as an advantage.

2.3. Communication skills

To ensure the recruitment of the best candidate to work on the challenges SPRFMO faces, communication and interpersonal skills together with the capability to adapt to a very enriching and stimulating multinational and multilingual working environment will be assessed.

³ Rules of Procedure - Regulation 10



Annex 3: Science Manager – Draft Job Description

3. Nature of Duties

3.1. Broad Job description

The Science Manager will be tasked with ensuring that the needs of the scientific advisory processes of the Commission are delivered. The Scientific Manager primary function will be to assist the Scientific Committee (SC) in its functions as per Article 10 of the [SPRFMO Convention](#):

- plan, conduct and review scientific assessments of the status of fishery resources;
- provide advice and recommendations to the Commission and its subsidiary bodies;
- encourage and promote cooperation in scientific research and,
- provide other scientific advice to the Commission and its subsidiary bodies as it considers appropriate, or as may be requested by the Commission.

The Science Manager will also provide support to Members in the coordination of the Scientific Committee Multiannual Workplan adopted by the Commission, analysing the data collected and exchanged through the relevant CMMs, particularly CMM 16-2019 (Observer Programme) together with important elements of the Science Area of the SPRFMO website.

The Science Manager reports to the Executive Secretary working in close cooperation with the Data Manager, Compliance Manager and the Chairperson of the Scientific Committee (SC).

The duties will include travel to SPRFMO Members and Cooperating Non-Contracting Parties (CNCs).

3.2. The Key functions will be:

1. Leading the scientific work of the Secretariat providing support to the SC Chairperson and guidance and technical support to the staff and SPRFMO Members on scientific matters;
 - i. Organizing and supporting intersessional meetings
 - ii. Conducting and/or supporting stock assessments of SPRFMO species
 - iii. Developing and advancing analytical work to support the Multiannual Scientific Committee Workplan and the ongoing work/objectives/projects of the Working Groups
2. Leading the science-related work approved by the Commission, particularly as:
 - i. Observer Programme Coordinator focusing on the accreditation process, the annual reporting on the progress towards the objectives of the CMM16-2019 and the analysis of the Observer data ensuring that the best information is timely available for the Scientific Committee;
 - ii. Assuring the Implementation of the Multiannual Scientific Committee Workplan; and
 - iii. Following up on recommendations contained in the Scientific Committee Report.
3. Attends Scientific Committee meetings, assists with drafting of the SC report;
4. Advises the Executive Secretary on all scientific-related matters and liaises with the SPRFMO Data Manager to ensure the timely availability of data required for scientific processes;
5. Enhances the SPRFMOs reputation through effective leadership, evolving process improvements and using innovative approaches to meeting fisheries science outputs;
6. Develops effective appropriate functional relationships with other science managers including those from Members and other RFMOs;
7. Communicates the activities of the Secretariat and the Organisation, in science-related matters to SPRFMO Members, CNCs and the public in general, through presentations at conferences, seminars, workshops, etc.



4. Eligibility

Any discrimination based on any grounds such as sex, race, colour, ethnic or social origin, religion or belief, political or other opinion, membership of a national minority, property, birth, disability, age, or sexual orientation shall be prohibited.

4.1. Selection specific criteria/Minimum Requirements

1. Qualifications: Advanced university degree (PhD preferred) in a relevant field, such as, but not exclusively, biology, fisheries science, fisheries management, marine science, environmental science, oceanography, or statistical analysis.
2. Experience: In addition to the education qualifications required above, candidates must have 8 years of full-time professional experience, of which at least 5 years in a field related⁴ to the nature of the duties described under Section 1.

The professional experience may have been gained, for example, in the national and/or regional administrations, international organisations and/or bodies, academia, research institutes, industry, non-governmental organisations or as a self-employed activity.

4.2. Knowledge of languages⁵

English is the official and working language of the Secretariat, the Commission, and its subsidiary bodies, therefore candidates are expected to be fluent in English.

Chinese, French, Russian or Spanish language knowledge will be considered as an advantage.

4.3. Communication skills

To ensure the recruitment of the best candidate to work on the challenges SPRFMO faces, communication and interpersonal skills together with the capability to adapt to a very enriching and stimulating multinational and multilingual working environment will be assessed.

⁴ Science-based work in a relevant field, such as applied fisheries conservation and management, marine biology, marine environment, environmental sciences, oceanography, environmental management, modelling, mathematics and/or statistics in a relevant domain and fisheries technology.

⁵ Rules of Procedure - Regulation 10