

Tongafish Pathway
Fisheries Management Lead (Consultancy)
Terms of Reference

Background

The Ministry of Fisheries is responsible for ensuring sustainable management of fisheries resources. The Ministry is led by the Minister of Fisheries and the Chief Executive Officer (CEO). The Ministry's CEO leads the management and implementation of activities in four divisions, i) Fisheries Management, ii) Fisheries Science, iii) Fisheries Compliance, and iv) Corporate Services, each of which is led by a Deputy Chief Executive Officer.

A key activity for the Ministry is the delivery of the Tonga Fisheries Sector Plan (TFSP), a long-term plan to maximise the sustainable contribution of the fisheries sector to food security and economic growth. The TFSP will be implemented with the support of development partner funding. A key source of funding will be from the World Bank, through the Halafononga Ki Ha Ngatai Tu'uloa | Pathway to Sustainable Oceans (Tongafish Pathway) Project.

To implement this Project, the Ministry has established a Project Management Unit (PMU). The PMU will be responsible for the implementation of the overall Pathway Project. The PMU will also collaborate and support in the implementation of other TFSP activities, including assisting to secure funding from other development partners.

The PMU is a fully integrated part of the Ministry's structure forming a new Division. The PMU also acts as a service provider to other divisions with respect to the Pathway Project. Specifically, the delivery model for Tongafish Pathway is one where the PMU coordinates the Project's core activities, whilst the Ministry's divisions deliver on the key Project sub-components primarily using contract staff. Contract management, procurement, and core administrative services are provided to the divisions by the PMU. The PMU also provides the Ministry's divisions with support for planning, monitoring and evaluation, safeguards, progress reporting, and financial reporting, for the Tongafish Pathway Project, in accordance with both World Bank and Tonga government requirements.

Objectives of the position

The Fisheries Management Lead will be responsible for Project activities to support the strengthening of sustainable commercial fisheries management and development for the tuna fishery, the deepwater snapper fishery, the inshore commercial fishery, and the aquaculture industry.

Key tasks and responsibilities

The successful applicant will be responsible for sustainable fisheries management and development of selected fisheries of the project and will liaise closely with the Ministry's staff. The position will participate in project meetings and planning. The position will have the following responsibilities, and will work in close collaboration with Ministry staff:

Fisheries Management:

- Reviewing and updating existing commercial fisheries management plans.

- Developing and implementing an inshore commercial fishery management plan.
- Developing a code of conduct for responsible fisheries.

Aquaculture Development:

- Advancement of work in aquaculture development for mabé pearl and giant clam through support for the related policy and regulatory frameworks.
- Support a review of the National Aquaculture Management and Development Plan.
- Support the development of a policy framework for aquaculture biosecurity measures.
- Support aquaculture market analysis to understand requirements and opportunities for growth.

Fisheries Development:

- Support the development of a master plan and feasibility study for specified fisheries infrastructure needs.
- Support fisheries development activities consistent with the Project.

Planning and Management

- Preparation and implementation of the position's work plan.
- Support the development of the sustainable fisheries development component of the Project Annual Work Plan and Procurement Plan.
- Ensure implementation of the Pathway Project Operations Manual relevant to the position.
- Ensure relevant Pathway activities are aligned with the Tonga Fisheries Sector Plan, Ministry of Fisheries Corporate Plan, and the Divisional Annual Management Plans.

Budget and Finance

- Contribute to the development of the Pathway Annual Budget.
- Report on the budget utilization and forecast expenditure relevant to the position (monthly or as required).
- Provide input to the preparation of quarterly financial reports.

Project Reporting

- Provide regular reports on position activities as required.
- Provision of written and verbal advice as necessary to the PMU and the Ministry relevant to the position's role and responsibilities.
- Contribute to the preparation of quarterly monitoring and evaluation reports, the Pathway Results Framework, the six-monthly Pathway Progress Reports for submission to the Project Steering Committee and World Bank, and the Ministry of Fisheries Annual Report.

Leading

- Lead on all aspects of Project's fisheries management and development activities.
- Lead and supervise technical staff and consultants.
- Coordinate the delivery of position key deliverables and activities.
- Attend internal meetings and participate in discussions on position activities.
- Ensure compliance with World Bank policies and procedures.
- Coordinate position activities with the Ministry and other agencies and stakeholders.

Environmental and Social Safeguard Policies

- Ensure relevant Project outputs are screened by the Project Safeguards Officer.
- Analysis should include the environmental and social aspects and impacts, consistent with the safeguard policies of the World Bank and the Environmental and Social Management Framework (ESMF) of the TongaFish Pathway Project.
- Outcomes and outputs (such as design, construction methods, training materials, recommendations and advice) should be consistent with the safeguard policies of the World Bank and the Environmental and Social Management Framework (ESMF) of the TongaFish Pathway project.
- Recommendations must minimize or avoid negative impacts of any downstream activities on forests, including mangroves.
- Recommendations must consider the impacts on land acquisition and access and where necessary, include a requirement for minimizing or avoid involuntary land acquisition, involuntary resettlement or involuntary restriction of access to assets. If necessary, the Technical Advisory must require the preparation of a Resettlement Policy Framework (RPF)/Resettlement Action Plan (RAP) for the implementation of any relevant recommendations.
- Free, prior and informed consultation of potentially affected people, stakeholders and vulnerable groups shall be adequately delivered, gender and youth inclusive, and well documented and in compliance with the Stakeholder Engagement Plan.

Performance Appraisal and Staff Supervision

- Participate in the Government of Tonga's Staff Performance Management System.

Technical Key Results Areas

- Maintain necessary level of technical and operational skills to perform the position's duties.

Administrative Policies and Procedures

- Ensure observance of and compliance with Public Service Commission and Ministry of Fisheries administrative policies and procedures and contribute to reviews of these as required.

Other Duties

- Perform any other duties reasonably requested or directed.

Reporting

The position will report to the Deputy CEO Fisheries Management and Development Division on operational matters, and to the Project Coordinator on matters relating to contract and administration.

Expected key deliverables

The position will be responsible for:

Key Deliverables	Timing
Review and update existing commercial fisheries management plans.	Snapper by end of year 2; Tuna by year 4.
Develop and implement inshore commercial fishery	By end of year 6.

management plan.	
Develop code of conduct for responsible fisheries.	By end of year 3.
Undertake a review of aquaculture development plan.	By end of year 3.
Support for development of aquaculture biosecurity policy measures.	By end of year 4.
Support aquaculture market analysis.	Ongoing.
Development of infrastructure master plan and feasibility study.	By end of year 2.
Project reporting.	In accordance with project requirements.

Contract duration and conditions

- The contract will be for an initial period of 3 years and may be extended based on satisfactory performance.
- The contract is subject to a probationary period of six months and may be subject to satisfactory achievement of initial deliverables.
- Performance will be reviewed on an ongoing basis during the first six months, and thereafter be subject to mid-year and annual reviews.
- This is a full-time position based in the Ministry of Fisheries under the Project and may involve travel to the outer islands.
- The position is open to Tongan citizens or those eligible for a work permit in Tonga.

Essential criteria

The position is expected to have the following minimum qualifications and experience:

General

- Excellent understanding of and experience in offshore, inshore or aquaculture fisheries management/development issues, or other relevant natural resource commodities.
- Practical experience in development of natural resource management plans.
- Excellent communication and interpersonal skills.

Qualifications

- A Bachelor of Science degree from a recognized university in fisheries/marine management, or other relevant field.

Desirable criteria

- Oral and written skills in the Tongan language.
- High levels of practical working experience in relevant fields

Applying for this post.

Applications for the post should be made to:

Dr Tu'ikolongahau Halafihi
 Chief Executive Officer
 Ministry of Fisheries
 Tonga

By email to: pathway@tongafish.gov.to

Applications **must** include 3 parts with the following format and content:

1. A brief covering letter introducing yourself, and explaining why you are interested in this post (maximum 1 page).
2. A resume (CV) showing personal details, work experience, and education, along with the names of three work related references (maximum 3 pages).
3. A claim for the position (with each essential and desirable criteria as a sub-heading) that addresses how your experience is applicable to each criterion, and providing examples relevant to the post's key tasks and responsibilities (maximum 4 pages).