

## Terms of Reference for PSA.NAT\*

|   |   |                  |                                      |
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| <b>Name:</b>                              | TBC   |                  |                                      |
| <b>Job Title**:</b>                       | National small-scale fisheries consultant for Tonga                       |                  |                                      |
| <b>Division/Department:</b>               | SAP   |                  |                                      |
| <b>Programme/Project Number:</b>          | TCP/TON/3804 (100 days)<br>TCP/SAP/3807 (60 days)<br>TCP/TON/3801(5 days) |                  |                                      |
| <b>Duty Station:</b>                      | Nuku'alofa, Tonga   |                  |                                      |
| <b>Expected Start Date of Assignment:</b> | 30 Sep 2021   | <b>Duration:</b> | 165 days (WAE); NTE: 31 August 2022  |
| <b>Reports to: Name:</b>                  | <i>Jessica Sanders</i>  |                  | <b>Title:</b> Fisheries Officer, SAP |

\* Please note: If this TOR is for Consultant / PSA.SBS contract, the minimum relevant experience required **for the assignment** is as follows:

\*\* Please enter a short title (max 25 chars) for this assignment.

### GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED

The National Small-scale Fisheries Consultant (NC) will undertake specific technical activities under the overall guidance of the SAP Fisheries Officer, National Project Coordinators and Project Managers involved in the above-mentioned projects for timely delivery of its outcomes and outputs and be responsible in the delivery of the Key Performance Indicators (KPIs). In addition, the consultant will also provide operational and administrative support to the implementation and monitoring of the projects.

## Background

The FAO Subregional Office for the Pacific Islands is located in Apia, Samoa and covers the 14 Pacific Island countries, including Tonga. The following projects below are funded through the FAO Technical Cooperation Programme (TCP), with the Tonga Ministry of Fisheries as the Government counterpart.

TCP/TON/3804 Project “Sustainable development of nearshore fish aggregating devices (FADs) and small-scale tuna fisheries” is a national project for Tonga, funded for two years from April 2021 to March 2023. The project focuses on the safe development of nearshore fish aggregating device (FAD) fisheries supported by co-management approaches and the development of value adding and alternative livelihoods to diversity income sources.

TCP/TON/3801 Project “Implementing recommendations to strengthen and enhance Tonga’s Special Management Area (SMA) programme towards better-managed coastal fisheries resources and empowered, food secure communities” is also a national project project for Tonga and expires on 31 January 2022. A key deliverable of the project is the development and training of a manual and associated materials for the Ministry of Fisheries to enhance their implementation of the SMA programme with coastal communities. The NC will provide technical and administrative assistance towards the planning and delivery of the SMA manual training with the Ministry of Fisheries and relevant stakeholders, as well as discussions on outcomes from the survey assessing socio-economic impacts of SMAs on landlocked communities.

**TCP/SAP/3807 Project** “Seafood risk management and awareness raising on practices to minimize risk of ciguatera poisoning” is a regional project for Fiji, Samoa and Tonga. A Pacific based service provider with relevant ciguatera expertise will be contracted for the region and a national consultant will be recruited in each country. Tonga does not have a marine ciguatera surveillance and monitoring programme yet and seeks to establish a feasible, tailored program to monitor ciguatera. Furthermore, monitoring of medical diagnosis and reporting of ciguatera poisoning is not yet well embedded in the public health system. TCP3807 provides regional on line and incountry training on ciguatera poisoning surveillance and monitoring. Further incountry activities include roundtable discussions to facilitate partnerships and collaborations for ciguatera poisoning surveillance; identifying and documenting traditional ciguatera surveillance knowledge and poisoning remedies for inclusion in an online platform developed by the service provider; and new ciguatera poisoning awareness material.

The NC will have a crucial role in establishing the sustainable ciguatera surveillance and monitoring programme in Tonga and strengthening coordination between Fisheries and Health authorities to manage the marine and epidemiological components. He/she will work in close contact with the overseas service provider to deliver online and in-country capacity building courses with participants from Ministries of Fisheries and Health and relevant stakeholders. In country customized training capacity building will include sampling methods for the microalgae in the field, identification of benthic microalgal species under the microscope in the laboratory, sharing of epidemiological information, and using the online

incidence case form, database, and species mapping. Other activities will include developing material on traditional approaches and responsibility for preparing awareness material.

#### Tasks and responsibilities

- Provide technical support towards the implementation of specific activities under the FAD project (TCP/TON/3804), such as covering FADs (e.g., gather baseline information for the development of the national FAD plan/policy) and small-scale fisheries (e.g., catch data collection approach and monitoring of fisher associations) under the guidance of the Project Manager and other consultants;
- Provide technical support towards the implementation of specific activities under the Ciguatera project (TCP/SAP/3807), such as identifying local key stakeholders for roundtable discussions on ciguatera surveillance and monitoring and support to the development of Tonga's traditional knowledge platform and improvement of public awareness on ciguatera poisoning under the guidance of the Project Manager and other consultants;
- Provide support to the trainings on the SMA manual and other work under the SMA project (TCP/TON/3801);
- Overall coordination and liaison with government institutions and relevant stakeholder groups in Tonga and being the local focal point;
- Setting up including managing logistics, procurement and liaison with service providers and participating in stakeholder online and in-country capacity building, trainings and workshops in Tonga across the projects;
- Where applicable, undertake monitoring of project activities and other data collection activities under the guidance of the Project Managers and other consultants;
- Assist with the logistics and planning of project field activities for other FAO consultants or service providers;
- Responsibility for in-country procurement including driving and monitoring its progress (from securing quotes, delivery and payment) applying the FAO procurement rules;
- Develop new or updated awareness material on Ciguatera Poisoning;
- Lead and provide Tonga's input to identifying and documenting material on traditional methods of ciguatera poisoning surveillance and traditional remedies for ciguatera poisoning for inclusion on the shared data base and
- Preparation of a monthly progress report of the project activities with any supporting documentation and provide to Project Managers.

#### Minimum Requirements

- Degree or Diploma in marine or fisheries or related field
- Fisheries background and/or technical skills and/or with relevant work experience is an advantage
- Computer literate and able to use basic software applications (e.g. Microsoft Word, powerpoint and Excel)
- Good communication skills in English, written and oral
- Good technical writing skills relevant to the subject matter
- Ability to organise and lead consultation groups
- Ability to conduct grey and anecdotal material research and desk review of literature
- Ability to work and meet deadlines with remote supervision
- Ability to work locally in Tonga and under remote COVID modality with stakeholders restricted by border controls
- A National of Tonga

#### KEY PERFORMANCE INDICATORS

| Expected Outputs: TCPxxxx   | Required Completion Date:  |
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| <ol style="list-style-type: none"> <li>1. Support to FAD policy workshop (TCP/TON/3804)</li> <li>2. Support to FAD management plan workshop and stakeholder consultations (TCP/TON/3804)</li> <li>3. Support to FAD data collection activities (TCP/TON/3804)</li> <li>4. Support to post-harvest workshops and data collection (TCP/TON/3804)</li> <li>5. Support to SMA manual workshop and associated SMA activities (TCP/TON/3801)</li> <li>6. Monthly progress report and timesheet (all projects)</li> <li>7. End of assignment report (all projects)</li> <li>8. Undertake an FAO e-learning course on monitoring and preventing ciguatera poisoning (<a href="https://elearning.fao.org/course/view.php?id=648">https://elearning.fao.org/course/view.php?id=648</a>), and the benthic HAB species module of the "Ocean Teacher" course by IOC-UNESCO (TCP/SAP/3807)</li> <li>9. Support online capacity building including; carry out logistics, procurement, liaison with the service provider and participation in the Tonga component of the online training on (i) Surveillance and detection of microalgae Gambierdiscus in the marine environment; and (ii) Epidemiological diagnosis and recording of ciguatera poisoning cases (TCP/SAP/3807)</li> <li>10. Support in-country capacity building including; carry out logistics, procurement, liaison with the service provider and participation in the Tonga component of the in-country capacity building and training (TCP/SAP/3807)</li> <li>11. Update or prepare new ciguatera awareness material for identified stakeholders</li> <li>12. Organize consultations with stakeholders, identify and collate material on traditional methods of ciguatera poisoning surveillance and traditional remedies. Work with the Service Provider to ensure the material provided is in suitable format to add to the shared database for Tonga (TCP/SAP/3807)</li> </ol> | <ol style="list-style-type: none"> <li>1. End of November 2021</li> <li>2. End April 2022</li> <li>3. Ongoing</li> <li>4. End on August 2022</li> <li>5. End of January 2022</li> <li>6. Every 25th of the month</li> <li>7. 2-weeks before end of contract</li> <li>8. Within one month of contract start</li> <li>9. First half 2022</li> <li>10. Second half of 2022</li> <li>11. Within six months of contract start</li> <li>12. Within six months of contract start</li> </ol> |

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