Position Description

Project Coordinator for Marine Spatial Planning Project
Samoa

Background

The Government of Samoa (GoS), IUCN Oceania Regional Office (IUCN-ORO) and the Samoa Umbrella Non-Government Organisation (SUNGO) aim to support sustainable management of marine and coastal ecosystems in Samoa. In particular, they are supporting national efforts to implement an ocean-wide (whole EEZ) Marine Spatial Plan (MSP) that includes an ecologically representative network of marine protected areas.

The four year Project is funded by the European Union’s Global Climate Change Alliance (GCCA+) Initiative, to support Ecosystem-based Adaptation (EbA) by implementing a national-scale Marine Spatial Plan while strengthening community engagement in climate actions.

The Project is looking to engage a Project Coordinator to support the development of a Marine Spatial Plan in Samoa. The Position will work under the technical guidance of the IUCN ORO Marine Program.

The position will be located in Apia, Samoa and housed at either the Ministry of Natural Resources and Environment (MNRE) or SUNGO office.

The position will have project reporting lines to the SUNGO, the MNRE and IUCN-ORO. The position will be legally and financially overseen by SUNGO.

Tasks

The Project Coordinator for Marine Spatial Planning will liaise with government institutions, academic institutions, non-governmental agencies, private sector groups and communities involved with marine and coastal resource management as requested by the Ministry of Natural Resources and Environment (MNRE) and the IUCN-ORO Marine team.

The Project Coordinator will provide the overall coordination and implementation of the following:

1. Work closely with IUCN ORO marine program to assist in delivering project activities and outputs in Samoa in accordance with the EU Project.
2. Raise awareness and liaise with Government, academic institutions, NGO’s, local communities and SUNGO members on project activities and outputs.
3. Coordinate and organize in-country activities, workshops and meetings related to ocean planning and IUCN-ORO, including those of associated consultants.
4. Prepare meeting papers, meeting minutes, research papers, and reports as specified.
5. Coordinate the MSP Project Steering Committee in consultation with the MNRE and IUCN and SUNGO.
6. Any other duties required by MSP- Project Steering Committee, Ministry of Natural Resources and Environment (MNRE) with regards to MSP work.
Selection Criteria
1. A degree in: natural resource management, project management, science, spatial planning, environmental studies or other relevant field.
2. At least 2-3 years working experience with community and government stakeholders.
3. Project management, coordination and communication skills.
4. Displays initiative and good judgement.
5. Strong English and Samoan language communication and presentation skills, both written and verbal.
6. High proficiency in the use of computers, especially with Microsoft Office package.
7. Must be in good health to ensure ability to fulfill work commitments.

Desirable
8. Practical experience in spatial planning, ecology, biodiversity, natural resource management, political science, and/or communications desirable.

Applications
This is a local recruitment. Only Samoan nationals, individuals with residence status or the appropriate employment visa for Samoa are eligible to apply. The remuneration and benefits package for this position is established with reference to the local labour market.

Please submit a Curriculum Vita with full contact details of two referees together with a cover letter addressing the above selection criteria electronically to Chinnamma.Reddy@iucn.org and kate.davey@iucn.org

Extended: Closing date for applications is 22nd November 2019. Compensation will be commensurate with experience. The Government of Samoa, IUCN and the SUNGO are equal opportunity employers.