

**TERMS OF REFERENCE**  
**for**  
**Fisheries Officer**

Under the supervision of the Chief Fisheries and Ocean Governance Officer the Fisheries Officer provides evidence based technical advice and leadership support to the Fisheries and Ocean Governance Unit. The Officer will operate with a high degree of independence and will be responsible for developing and managing fisheries and ocean scientific research, analyses, provide analytical and advisory support on the assessment of marine fish stocks, the marine environment, and associated fisheries management research sampling systems. In addition, the Officer provide leadership and supervisory support to the fisheries assistant and the fisheries data collectors.

**Main Accountabilities**

1. Direct supervision of the Fisheries Assistant and Data Collectors;
2. Develop and implementation work plan and programs for the Fisheries Assistant and Data collectors
3. Collect biological samples and fisheries information on-board fishing vessels, various fisheries landing sites and areas of fish distribution points. These data include;
  - a. Data on length for length frequency analyses;
  - b. Ascertain sex, maturity, condition;
  - c. Collection of otoliths for subsequent age analyses and reproductive studies.
4. Undertake specimen processing of the otoliths for age analyse and fixing reproductive material for further studies.
5. To manage, supervise and coordinate the daily operations of the Fisheries Unit in the in the absence of the Chief Fisheries and Ocean Governance Officer;
6. Develop, implement and supervise fisheries and ocean related projects to support the Government of Montserrat Sustainable Development Goals and the Agriculture Strategy and Marketing Plan.
7. To develop and undertake training initiatives for both fishers and staff in an effort strengthen the capacity of the fisheries staff and increase the knowledge, understanding and compliance of the stakeholders

8. To represent the Government of Montserrat responsibly at Local, Regional and International related Ocean and Fisheries Resources related issues in the absence of the Chief Fisheries and Ocean Governance Officer or when designated.
9. Produce detailed written reports on the fisheries and ocean related activities, and where necessary make sound scientific recommendation for the management, governance development and sustainable utilization of the ocean resources. of the department, along with scientific fisheries reports.
10. Facilitating inter-department collaborations to build capacities in fisheries and ocean related issues.
11. Monitor compliance with the fisheries and ocean legislative framework.

### **Education and Training**

1. The post holder must have a BSc Fisheries Science Management or other related academic discipline.

### **Desirable**

- Further degree such as MCs and or PhD in relevant subject.
- Proven track record in the field and good understanding of Caribbean ecosystems goods and services.
- Sound theoretical and practical knowledge of ocean resources environmental management, governance and legal framework at the local, regional and international level.

### **Knowledge, Skills, and Experience**

#### **Essential**

1. Five 5 years' practical working experience in fisheries and ocean resource biodiversity data collection, analysis, presentation, and professional reporting.
2. Have the capacity to take a leading role in biological sampling and analyses.
3. Valuing the functions of fisheries and marine ecosystems to fishing communities and wider stakeholders.
4. Experience developing integrated sustainable fisheries and ocean resource management plans with social and economic benefits.

5. Experience developing funding applications and programme for continuity.
6. Ability to communicate well in English at all levels as well as issue and understand written and verbal instructions.

### **Desirable**

1. Experience in sampling techniques, strategies and laboratory work for fisheries and ocean research;
2. Ability to competently use Microsoft office software, data bases, and other statistical packages;
3. Ability to develop positive relationships and partnerships, as well as work with diverse stakeholder groups.

### **Personal Attributes**

#### **Essentials:**

1. Flexible approach to working hours sometimes at unsocial hours (emergencies).
2. Enthusiastic and passionate approach to work, thereby ensuring all protocols are adhered to.
3. Maintain a professional appearance and deal with people in a diplomatic manner as a Government representative.
4. Proven experience of working effectively within a team.
5. Eye for detail and good decision-making skills
6. Ability to work alone.

#### **Desirable:**

1. Forward-thinking and proactive;
2. Evidence of specialist scientific interest;
3. Proven experience of working effectively within a team;
4. Appreciation for detail and good decision-making skills;

**Applications should be in the form of a full Curriculum Vitae and Personal Statement, including the following:**

1. Name and current address, phone number and email;
2. Full employment history, including any gaps;
3. All qualifications completed with results;
4. Police record
5. Full educational history from starting secondary school, with results
6. Details of any relevant fisheries or marine experience, including any course completed in boat handling or other marine safety courses
7. Details of driving license (full, clean and which driving categories)
8. Interests and hobbies;
9. Details of any cautions or convictions you have received
10. Names and addresses (with phone and email if possible) of 2 referees, one of which should be your most recent employer
11. Personal statement indicating why you are suitable for the post. (no more than 250 words).

**SELECTION PROCESS**

Shortlisted applicants will be invited to participate in a selection process that involves attending one or more interviews and/or assessment centres. These interviews are designed to assess the skills, competencies and attitudes of the applicant and may be conducted via SKYPE or in person. The Interviews and/or Assessment Centres allow the Selection Panel to draw on more evidence about the applicants than can be derived from the written application.