



Pacific  
Community  
Communauté  
du Pacifique

- **Suva-based position (Fiji)**
- **Attractive expatriate package**
- **Join the principal development organisation in the region**

*The Pacific Community (SPC) invites applications for the position of **Senior Officer - Knowledge Management & Engagement** within its Fisheries, Aquaculture and Marine Ecosystems Division. This position will be located at its regional office in Suva, Fiji.*

## Description

The **Pacific Community (SPC)** is the principal scientific and technical organisation in the Pacific region, supporting development since 1947. We are an international development organisation owned and governed by our 27 country and territory members. In pursuit of sustainable development to benefit Pacific people, our organisation works across more than 25 sectors. We are known for our knowledge and innovation in such areas as fisheries science, public health, geoscience, and conservation of plant genetic resources for food and agriculture.

The **Fisheries, Aquaculture and Marine Ecosystems (FAME)** capability has been providing scientific and technical expertise to support fisheries management and sustainable development in the Pacific for over 65 years. The goal of SPC FAME is that the fisheries resources of the Pacific region are sustainably managed for economic growth, food security and environmental conservation. In pursuit of this goal, SPC FAME provides scientific and management advice to Pacific Island Countries and Territories (PICTs) and regional agencies to support the management of sustainable oceanic fisheries, coastal fisheries, marine ecosystems and aquaculture development. Along with addressing the challenges in the management of the region's marine resources, there are also significant opportunities to derive greater economic and social benefits from them. Deriving greater benefits from the tuna fisheries, the development of aquaculture in the region, along with alternative livelihoods in coastal fisheries, hold significant potential. SPC FAME provides technical assistance to support PICTs to maximise these sustainable development opportunities in the marine sector and in some parts of the freshwater sector.

The role – **Senior Officer – Knowledge Management & Engagement** will provide key knowledge management, strategic communications and engagement services to the PEUMP PMU Programme Manager as part of the PEUMP PMU. This role will be responsible for supporting outreach and engagement activities within the PEUMP Phase 2 programme working closely with all PEUMP Phase 2 implementing partners and supporting integrated and at scale understanding of the work across SPC and partners broadly. A key responsibility for this role will be the development and dissemination of knowledge products including communications and visibility related and fostering partner collaborations for knowledge creation, supporting sharing and learning exchanges through outreach and engagement initiatives, high level advocacy and public outreach.

The key responsibilities of the role include:

### Knowledge Production

- Coordinate the development of innovative knowledge products with PEUMP Phase 2 implementing partners and SPC teams to drive increased understanding of the PEUMP Phase 2 work and its objectives at all levels from community to policy makers and leaders.
- Develop engaging knowledge products on fisheries, oceans, gender/social inclusion (GESI) and human rights (amongst other areas) with PEUMP Phase 2 technical leads and SPC technical leads. Use a strategic communications approach to identify key messages and formats, and translate lessons learned, good practices, science, and innovations into accessible, audience-tailored tools – from digital stories and videos to visuals, policy briefs, infographics, brochures or similar formats and using existing dashboards (e.g. FAME results dashboard)
- Support PEUMP Phase 2 implementing partners with the integration of knowledge into policy and planning processes with the aim of strengthening evidence base for sound and inclusive decision making.
- Develop strategic PEUMP Phase 2 communications and visibility guidance (based on Phase 1) and undertake strategic communications and visibility activities for the PEUMP PMU such as events communications and visibility plans, social media posts, press releases, thematic banners, flyers or similar outputs including through media and press engagement.

### Knowledge Management

- Disseminate knowledge on fisheries, ocean, GESI and human rights in a way that maximizes awareness and application across wide and inclusive target audiences from regional to national to local level stakeholders and beneficiaries using a strategic communications approach to identify the most appropriate channels or approaches.
- Monitor the effectiveness of the knowledge production and management activities aiming to ensure application and uptake of generated knowledge for decision-making.
- Follow SPC organisation processes to ensure effective storage and access of knowledge products, templates and content to all SPC teams and PEUMP partners.

### Outreach and Engagement

- Facilitate and co-implement strategies for knowledge sharing and stakeholder engagement at regional, national and community levels to ensure that programme-generated insights inform policy, planning and practice.
- Contribute to planning and implementation of high-level advocacy approaches working with all partners across the PEUMP Phase 2 programme to elevate impacts and strategic priorities.
- Be a driver of SPC and partnership integration in outreach and engagement approaches and tools that elevate and inform audiences in appropriate ways.
- Support collaborative platforms that bring together partners, stakeholders and knowledge users to exchange experiences, co-develop solutions and strengthen regional ownership of programme outcomes.

#### MEL support

- Support the MEL Specialist with the collection of results, data and development and management of knowledge products for MEL purposes such as the development of PEUMP results dashboard, impact stories, lessons learned, programme fact sheets, briefing papers and/or similar knowledge items that can improve visibility, learning and accountability of the PEUMP Phase 2 programme.
- Contribute to and share experience and lessons learned in the implementation of various outreach and engagement and knowledge development and management approaches for effective and impactful MEL on the uptake and application of generated knowledge. Share these also with existing and relevant communities of practices.

For a more detailed account of the key responsibilities, please **refer to the online job description**.

## Key selection criteria

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#### Qualifications

- A degree in a relevant field such as communications, development communications, international development, graphic design, communication arts, investigative journalism, or project/program management or equivalent body of knowledge and experience.

#### Technical expertise

- At least 5 years of relevant experience in development communications or similar role supporting outreach and engagement, the development and management of knowledge products in development for durable social strategic behavioral change.
- Digital capacity and coordination for innovative digital content including video, social media and graphic content
- Good knowledge on development issues that requires effective engagement and knowledge management strategies, and knowledge of appropriate solutions.
- Ability to demystify complex and highly scientific topics and issues, knowledge for various audiences, hierarchy of organizations and institutions, and people of all diversities.
- Understanding and knowledge of Pacific contexts and cultural values, preferred.

#### Language skills

- Excellent English communication skills (oral and written) with a working knowledge of French being an advantage.

#### Interpersonal skills and cultural awareness

- Ability to work in a multicultural, inclusive and equitable environment.

## Salary, terms and conditions

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**Contract Duration – 3 years** – subject to renewal depending on funding and performance.

**Remuneration** – The **Senior Officer - Knowledge Management & Engagement** is a band 9 position in SPC’s 2026 salary scale with a starting salary range of 2,399–2,998 SDR (special drawing rights) per month, which currently converts to approximately FJD 7,412–9,265 (USD 3,214–4,018; EUR 2,900–3,625). Remuneration of expatriate SPC staff members is not subject to income tax in Fiji; Fiji nationals employed by SPC in Fiji will be subject to income tax. An offer of appointment for an initial contract will normally be made in the lower half of this range, with due consideration given to experience and qualifications. Progression within the salary scale will be based on annual performance reviews. Remuneration of expatriate SPC staff members is not subject to income tax in Fiji; Fiji nationals employed by SPC in Fiji will be subject to income tax.

**Benefits for Staff in a position advertised internationally (EPAI) whose duty station is Suva** – SPC provides a housing allowance of FJD 1,500–5,200 per month. Establishment and repatriation grant, removal expenses, airfares, home leave travel, health and life and disability insurances and education allowances are available for eligible employees and their eligible dependents. Employees are entitled to 25 working days of annual leave per annum and other types of leave, and access to SPC’s Provident Fund (contributing 8% of salary, to which SPC adds a 10% contribution).

**Languages** – SPC’s working languages are English and French.

**Recruitment principles** – SPC’s recruitment is based on merit and fairness, and candidates are competing in a selection process that is fair, transparent and non-discriminatory. SPC is an **equal-opportunity employer**, and is committed to cultural and gender diversity, including bilingualism, and will seek to attract and appoint candidates who respect these values. Due attention is given to gender equity and the maintenance of strong representation from Pacific Island professionals. If two interviewed candidates are ranked equal by the selection panel, preference will be given to the **Pacific Islander**. Applicants will be assured of complete confidentiality in line with SPC’s Privacy Policy.

# Application procedure

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**Closing Date: 12 April 2026 at 11:59pm (Fiji time)**

**Job Reference: TT000185**

Applicants must apply online at <http://careers.spc.int/>

Hard copies of applications will not be accepted.

For your application to be considered, you must provide us with:

- an updated resume with contact details for three professional referees
- a cover letter detailing your skills, experience and interest in this position
- responses to all screening questions

Your application will be considered incomplete and will not be reviewed at shortlisting stage if all the above documents are not provided. Applicants should not attach copies of qualifications or letters of reference. Please ensure your documents are in Microsoft Word or Adobe PDF format.

For international staff in Fiji, only one foreign national per family can be employed with an entity operating in Fiji at any one given time. SPC may assist on a case-by-case basis with submissions to Fiji Ministry of Foreign Affairs for their consideration and final approval. SPC cannot and does not make any guarantee whatsoever of approval for such applications to Fiji Ministry of Foreign Affairs and where an application is approved, the spouse or partner will be subject to such terms and conditions as may be set from time to time by the Ministry.

**SPC does not charge a fee to consider your application and will never ask for your banking or financial information during the recruitment process.**

**Screening Questions (maximum of 2,000 characters per question):**

1. Briefly describe how you would plan and develop a communications strategy for a multi-partner programme.
2. What tools or approaches have you used to translate science heavy information into digestible knowledge products that help inform decision-makers at regional, national or local levels? Please give one example.
3. Provide one example of an outreach or engagement initiative you planned or co-implemented involving multiple stakeholders or partners.