



## JOB DESCRIPTION

**Position:** Marine Manager  
**Office:** Fiji Country Program  
**Division:** Melanesia Regional Program  
**Reports to:** Fiji Country Director

### About WCS

The Wildlife Conservation Society (WCS) is an international non-government organisation committed to working with communities, government, and other partners to sustainably manage Fiji's natural resources and safeguard its biodiversity through supporting integrated land- and seascape management. WCS has been working in the country for over two decades ([www.fiji.wcs.org](http://www.fiji.wcs.org)).

### Objectives

The Marine Manager is a senior position responsible for managing and implementing WCS-Fiji's marine and fisheries projects, including overseeing a range of initiatives funded by philanthropic, multilateral and other donors. The position will lead a team to closely work with communities, government partners and other stakeholders to support sustainable marine resource use and conservation. It will also oversee coral reef monitoring and social surveys. This is an exciting opportunity for a passionate and dedicated individual to make a real impact on Fiji's marine environment.

### Duties

Specific duties of the incumbent will include, but not limited to, the following:

- Oversee the design, implementation and reporting of WCS-Fiji marine and fisheries projects (including field activities)
- Manage a small dynamic team in accordance with WCS human resource policies (approximately five staff)
- Ensure sound financial and budget management, including compliance with relevant procurement procedures and record keeping systems
- Develop and implement capacity-building initiatives for local partners, communities, and relevant stakeholders to enhance their understanding of marine conservation and sustainable resource use practices
- Represent WCS-Fiji and provide technical inputs and guidance in relevant forums and national committees
- Liaise with and foster strong working relations with relevant ministries and other partners  
Prepare regular progress reports, technical documents and communication materials to share project results and achievements  
Support fundraising efforts by contributing to proposal writing, donor engagement, and resource mobilization activities to secure funding for future projects

## Qualifications and experience

- Advanced degree in marine science or related field
- Minimum of 5 year's post-qualification experience in marine resource management
- Strong understanding of marine ecology, fisheries management and marine conservation strategies
- Experience working with local communities and engaging stakeholders in participatory processes
- Considerable experience managing and supporting donor funded projects
- Knowledge of Fiji's legal and policy framework as they relate to the marine environment.
- Demonstrated skills and experience in mentoring, training, facilitating and leading workshops
- Excellent communication and presentation skills
- Strong connections to the Department of Environment, Ministry of Fisheries and Forestry, Climate Change Division and other relevant organisations (e.g., The Pacific Community)
- Fluent English (verbal/written) with excellent communication and presentation skills. Knowledge of *iTaukei* language is useful.
- Proficient in using office applications (MS Word/Excel/PowerPoint) and other web-based platforms
- Willingness to travel within Fiji and occasionally internationally.

## Salary

The starting salary for this position is **FJD 84,000** plus other benefits as set out in the WCS-Fiji HR Manual.

## Application process

Please email a letter of application and curriculum vitae to [recruitmentfiji@wcs.org](mailto:recruitmentfiji@wcs.org) with the subject line: *Application for Marine Manager*. Applications will be accepted until 5:00 PM (Fiji time) 16 August 2023. Only short-listed candidates will be contacted for interviews.